

# MATRICULATION WAIVER DIRECT CHARGE CALENDAR

## FALL 2007

- ◆ The direct charge process is the preferred method for charging matriculation to a grant.
- ◆ Use of a departmental billing is subject to approval by Sponsored Research Accounting Services.
- ◆ Distribution of waiver costs will be based on and allocated to all qualifying appointments during the period of 8/27/07 - 12/14/07.
- ◆ If a student's appointment does not cover the entire semester, the percentage of the total matriculation will increase proportionally for charge periods that the student is appointed. **Although the direct charge program will post charges regardless of the duration of the student's appointment, if the student does not satisfy the minimum qualifying appointment of 8/27/07 - 12/14/07, the student may be subject to losing the waiver and may be responsible for paying for any tuition costs assessed for the semester.**
- ◆ If a student has multiple funding budgets on M9182, M9184, N9185 W9185 or Z9185 appointments, the program is designed to distribute the waiver charges proportionally based on the percentage of effort for each funding budget for each period.
- ◆ The program is designed to self-correct and post adjustments for any labor redistributions, retroactive appointments, or changes in waiver amounts made prior to the final run for the Fall 2007 Semester.
- ◆ In no case should a grant be charged the entire matriculation cost if a student is on multiple appointments and funding budgets.
- ◆ Charges will be posted in accordance with the following table.

Charge Period	Calculation Period	Run Date	Charge Posted	Days in this period	% of total matriculation charged this period
1	8/8/07 - 9/6/07	9/11/07	9/14/07	22	22%
2	9/7/07 -10/4/07	10/9/07	10/12/07	21	21%
3	10/5/07 -11/15/07	11/20/07	11/23/07	30	31%
4	11/16/07 -12/20/07	1/8/08	1/11/08	26	26%
<b>TOTAL</b>				<b>99</b>	<b>100%</b>

**Final adjustments for Fall 2007 will be posted January 11, 2007.** Please note that **NO** changes will be made to the waiver file for Fall 2007 after **January 7, 2008!**