

BM1001 – Fee Code Table

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Required table for the Cashiering and Customer Accounts modules. Codes are defined by SBCTC-ITD and the colleges.

Use the Fee Code Table to:

- Establish the account structure, fee rates, and fee maximums for the fees charged to students and other customers
- Generate the account structure on revenue and receivable transactions
- Determine tuition and fee charges
- Determine the order in which fees are to be paid

The Fee Code Table consists of two parts:

- The [Fee Code Table Initial Screen](#) which you use to perform the above tasks
- The [Fee Code Table Overrides](#) screen which you use to provided alternative fee rates, minimums, maximums, and account structures if these values are different for one or more year/sessions

Fee Code Table Initial Screen

Required table for the Cashiering and Customer Accounts modules. Codes defined by SBCTC-ITDD and the colleges.

Use the Fee Code Table to establish the account structure, fee rates, and fee maximums for the fees charged to students and other customers.

The Fee Code Table is used in the Customer Accounts, Accounts Receivable, and Cashiering modules to:

- Generate the account structure on revenue and receivable transactions
- Determine tuition and fee charges
- Determine the order in which fees are to be paid

From the Fee Code Table screen, you can also access the Fee Code Table Overrides screen. This screen provided alternative fee rates, minimums, maximums, and account structures if these values are different for one or more year/sessions.

User Function Keys

F1	REFRESH
F2	ADD
F3	CHANGE
F4	INQUIRE
F5	DELETE
F6	SESSION OVERRIDE
F8	MENU

Data Fields

FYR (display only)	REFUND IND (required)
COL (key; display only)	DEBT OVRIDE IND
FEE CODE (key; required)	DEBT TYP
REVISION DATE (display only)	APPR INDX (required)
FEE CD TITLE (required)	PRG INDX (required)
UPDATE CA (required)	ORG INDX (required)
DESC	SOBJ
SALES TAX CD	SSOBJ
FEE CLASS	SRC REV
FEE UNIT (required)	SSRC
FEE PYMT SEQ	PYMT SCHD
FEE RATE (required)	REIM CODE
FEE MIN	REFUND PHASE
FEE MAX	% OF REFUND
DEPOSIT CLASS	REFUND DAYS
YRS EDIT (required)	

Fiscal Year (FYR)

Description	Display only. A date identifying the fiscal year of the table.
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College Code (FC-COL)

Description	Key field. Display only. A code identifying the college to which the Fee Code Table belongs.
Length	3 digits

Fee Code (FC-FEE-CD)

Description	Key field. Entry required. A code defined by a college identifying a type of payment or charge (for example, tuition, class fee, or incidental fees).
Length	2 characters
Edits	The following characters are reserved for SBCTC-ITDD use: + - * T 0 # > <

Revision Date (RVSN-DATE)

Description	Display only. A system-assigned date indicating when the current record was changed or added.
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Update Customer Accounts (CUST-ACCT-UPD)

Description	Entry required. A code indicating whether or not the fee is posted to the customer accounts file.
Length	1 character
Values	Defined by SBCTC-ITDD as follows: Y Yes Blank or N No

Fee Code Title (FEE-CD-TITLE)

Description	Entry required. The title of a fee code.
Length	20 characters

Charge Item Description (CHRG-ITM-DESC)

Description	The fee code title which is to be printed on accounts receivable invoices. This title can differ from the one in the Fee Code Title field.
Length	40 characters

Sales Tax Code (SALES-TAX-CD)

Description	A code identifying a sales tax rate for a taxable fee code. This field is not currently used.
Length	2 characters
Edits	Must be valid on the Sales Tax Table (MM2002).

Fee Classification (FEE-CLASS)

Description	A code defined by a college identifying a group of similar fee codes for the sequencing of payments, application of financial aid, and use of deposits. Payments are applied to fee codes by fee classification in numeric and then alphabetic order (00-ZZ). SBCTC-ITDD recommends that you assign fee classification codes in multiples of 5 or 10 to allow for insertion of later additions.
Length	2 characters

Fee Unit (FEE-UNIT)

Description	Entry required. A code identifying the unit used by the fee calculation process for a fee code.
Length	1 digit
Values	Defined by SBCTC-ITDD as follows: 0 Per each 1 Per credit 2 Per course 3 Per session 4 Per year 5 Per clock hour

Fee Payment Sequence (FEE-PYMT-SEQ)

Description	A code defined by a college identifying the order in which payments are applied within fee classification. If left blank or set at zero, all fee codes with the same fee classification are treated equally.
Length	2 digits

Fee Rate (FEE-RATE)

Description	Entry required. The amount of fee per fee unit.
Length	7 digits, including 2 decimals
Format	99999.99

	If a rate of zero is entered, the format is 0.0.
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Fee Minimum (FEE-MIN)

Description	The minimum fee amount.
Length	7 digits, including 2 decimals
Edits	If you enter a value in Max Fee, then the value in Min Fee must be less than or equal to the value in Max Fee.
Format	99999.99

Fee Maximum (FEE-MAX)

Description	The maximum fee amount.
Length	7 digits, including 2 decimals
Format	99999.99

Deposit Class (DEPOSIT-CLASS)

Description	A code identifying the fee classifications for which a deposit can be applied, for example, lab fees, sales tax or tuition. You can use wild card characters (^) in this field.
Length	2 characters
Edits	Must be valid on the Fee Classification Table (BM1011).

Year/Session Edit (YRS-EDIT-IND)

Description	Entry required. A code indicating whether or not a year/session is required on transactions for a fee code.				
Length	1 character				
Values	Defined by SBCTC-ITDD as follows: <table style="margin-left: 40px;"> <tr> <td>Y</td> <td>Yes</td> </tr> <tr> <td>N</td> <td>No</td> </tr> </table>	Y	Yes	N	No
Y	Yes				
N	No				

Refund Indicator (REFUND-IND)

Description	Entry required. A code indicating whether or not a fee is refundable.		
Length	1 character		
Values	Defined by SBCTC-ITDD as follows: <table style="margin-left: 40px;"> <tr> <td>Y</td> <td>Yes</td> </tr> </table>	Y	Yes
Y	Yes		

	N No
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Debt Override Indicator (DEBT-OVERRIDE-IND)

Description	A code indicating whether or not you can override an established debt type.
Length	1 character
Values	Defined by SBCTC-ITDD as follows: Y Yes N No

Debt Type (DEBT-TYP)

Description	A code identifying the default debt type used for transactions entered on the Cashiering Screen (BM1600) when a debt type is not assigned on the Customer Account Maintenance Screen (BM1626). If the field is left blank, the debt type defaults to the value assigned to parameter CA1008 on the Configuration Parameter Table (ZX0070).
Length	2 characters

Appropriation Index (APPR-INDX)

Description	Entry required. A code identifying the appropriation index to be assigned to all occurrences of a fee code.
Length	3 characters
Edits	Must be valid on the Fund/Appropriation Information Table (GA1090).

Program Index (PRG-INDX)

Description	Entry required. A code identifying the program index to be assigned to all occurrences of a fee code unless an entry exists in the PRG INDX field for the year/session.
Length	3 characters
Edits	Must be valid on the Program Information Table (GA1091).

Organization Index (ORG-INDX)

Description	Entry required. A code identifying the organization index to be assigned to all occurrences of a fee code.
Length	4 characters
Edits	Must be valid on the Organization Information Table (GA1092).

Subobject (SOBJ)

Description	A code identifying the subobject to be assigned to all occurrences of a fee code.
Length	2 characters
Edits	Must be valid on the Subobject Table (GA1011).

Sub-subobject (SSOBJ)

Description	A code identifying the sub-subobject to be assigned to all occurrences of a fee code.
Length	2 characters
Edits	Must be valid on the Sub-subobject Table (GA1012).

Source Of Revenue (SRC-REV)

Description	A code identifying the source of revenue to be assigned to all occurrences of a fee code.
Length	4 characters
Edits	Must be valid on the Major Source Table (GA1035).

Subsource (SSRC)

Description	A code identifying the subsource of revenue to be assigned to all occurrences of a fee code. Generally, the subsource is the same as the fee code.
Length	2 characters
Edits	Must be valid on the Subsource Table (GA1036).

Payment Schedule (PYMT-SCHD)

Description	A code identifying the payment terms and conditions for a fee code. This field is not currently used.
Length	2 characters

Reimbursable Code (REIM-CD)

Description	The reimbursable code assigned to all occurrences of a fee code.
Length	2 characters
Edits	Must be valid on the Reimbursable Code Table (GA1075).

Refund Phase:

Percentage of Refund (PCT-OF-REFUND1)

Description	Six fields, each containing a percentage of the fee to be refunded if a student withdraws from class or school.
Length	3 digits
Edits	The percentage amount cannot be greater than 100.

Refund Days (REFUND-DAYS1)

Description	Six fields, each identifying the number of days before or after the first day of class for a session (or course) to which the percentage of the refund applies. Enter a negative number for the days prior to the start of a session or course.
Length	4 digits

Data Sets

Additions and changes made on this screen may update the following data sets:

- Fee Code Table (FEE-CD-TBL-M)
- Fee Code Table Detail (FEE-CD-TBL-D)

Fee Code Table - Override Screen

Use the Fee Code Table - Override Screen to set up optional override information for fee code rates, minimums, maximums and account structures for specified year/sessions. If the fee code values are the same for all year/sessions, you do not need to use this screen.

The Fee Code Override Table is accessed by pressing Session Override (F6) from the [Fee Code Table](#) screen.

User Function Keys

F1	REFRESH
F2	ADD
F3	CHANGE
F4	INQUIRE
F5	DELETE
F6	LIST
F8	FEE-CD SCREEN

Data Fields

FYR (display only)	APPR INDX
COL (display only)	PRG INDX
FEE CODE (display only)	ORG INDX
FEE CODE TITLE (display only)	SOBJ
YRS	SUB SOBJ
FEE RATE	REV SRC
MIN FEE	SSRC
MAX FEE	REIM CD

Fiscal Year (FYR)

Description	Display only. A date identifying the fiscal year of the table. Displayed from the Fee Code Table.
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(FC-COL)

Description	Display only. A code identifying the college to which the table belongs. Displayed from the Fee Code Table.
Length	3 digits

Fee Code (FC-FEE-CD)

Description	Display only. A code defined by a college identifying a type of payment or charge (for example, tuition, class fee, or incidental fees). Displayed from the Fee Code Table.
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Length	2 characters
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Fee Code Title (FEE-CD-TITLE)

Description	Display only. The title of the fee code. Displayed from the Fee Code Table.
Length	20 characters

Year/Session

Description	A code identifying the fiscal year and session for a fee code.
Length	4 digits
Format	For year/quarter codes and more detailed information, see Year/Quarter Codes.

Fee Rate (FEE-RATE)

Description	An amount identifying a fee rate for a year/session.
Length	7 digits, including 2 decimals
Format	99999.99

Fee Minimum (FEE-MIN)

Description	An amount identifying a minimum fee amount for a year/session.
Length	7 digits, including 2 decimals
Format	99999.99
Edits	If you enter a value in Max Fee, the value in Min Fee must be less than or equal to the value in Max Fee.

Fee Maximum (FEE-MAX)

Description	An amount identifying a maximum fee amount for a year/session.
Length	7 digits, including 2 decimals
Format	99999.99

Appropriation Index (APPR-INDX)

Description	A code identifying an appropriation index to be used for a year/session.
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Length	3 characters
Edits	Must be valid on the Fund/Appropriation Information Table (GA1090).

Program Index (PRG-INDX)

Description	A code identifying a program index to be used for a year/session.
Length	3 characters
Edits	Must be valid on the Program Information Table (GA1091).

Organization Index (ORG-INDX)

Description	A code identifying an organization index to be used for a year/session.
Length	4 characters
Edits	Must be valid on the Organization Information Table (GA1092).

Subobject (SOBJ)

Description	A code identifying a subobject to be used for a year/session.
Length	2 characters
Edits	Must be valid on the Subobject Table (GA1011).

Sub-subobject (SSOBJ)

Description	A code identifying a sub-subobject to be used for a year/session.
Length	2 characters
Edits	Must be valid on the Sub-subobject Table (GA1012).

Source Of Revenue (SRC-REV)

Description	A code identifying a source of revenue to be used for a year/session.
Length	4 characters
Edits	Must be valid on the Major Source Table (GA1035).

Subsource (SSRC)

Description	A code identifying a subsource of revenue to be used for a year/session.
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Length	2 characters
Edits	Must be valid on the Subsource Table (GA1036).

Reimbursable Code (REIM-CD)

Description	A code identifying a reimbursable code to be used for a year/session.
Length	2 characters
Edits	Must be valid on the Reimbursable Code Table (GA1075).

Data Sets

Additions and changes made on this screen may update the following data sets:

- Fee Code Table (FEE-CD-TBL-M)
- Fee Code Table Detail (FEE-CD-TBL-D)