

# 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

<b>F1</b>	REFRESH
<b>F2</b>	ADD
<b>F3</b>	CHANGE
<b>F4</b>	INQUIRE
<b>F5</b>	DELETE
<b>F6</b>	SESSION OVERRIDE
<b>F8</b>	MENU

### Data Fields

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

*Fiscal Year (FYR)*

<b>Description</b>	Display only. A date identifying the fiscal year of the table.
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*College Code (FC-COL)*

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

*Fee Code (FC-FEE-CD)*

<b>Description</b>	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).
<b>Length</b>	2 characters
<b>Edits</b>	The following characters are reserved for SBCTC-ITDD use: + - * T 0 # > < ( ) { }

*Revision Date (RVSN-DATE)*

<b>Description</b>	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)*

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

*Fee Code Title (FEE-CD-TITLE)*

<b>Description</b>	Entry required. The title of a fee code.
<b>Length</b>	20 characters

*Charge Item Description (CHRG-ITM-DESC)*

<b>Description</b>	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.
<b>Length</b>	40 characters

*Sales Tax Code (SALES-TAX-CD)*

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

*Fee Classification (FEE-CLASS)*

<b>Description</b>	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.
<b>Length</b>	2 characters

*Fee Unit (FEE-UNIT)*

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

*Fee Payment Sequence (FEE-PYMT-SEQ)*

<b>Description</b>	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.
<b>Length</b>	2 digits

*Fee Rate (FEE-RATE)*

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

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

<b>Description</b>	The minimum fee amount.
<b>Length</b>	7 digits, including 2 decimals
<b>Edits</b>	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.
<b>Format</b>	99999.99

***Fee Maximum (FEE-MAX)***

<b>Description</b>	The maximum fee amount.
<b>Length</b>	7 digits, including 2 decimals
<b>Format</b>	99999.99

***Deposit Class (DEPOSIT-CLASS)***

<b>Description</b>	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.
<b>Length</b>	2 characters
<b>Edits</b>	Must be valid on the Fee Classification Table (BM1011).

***Year/Session Edit (YRS-EDIT-IND)***

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

***Refund Indicator (REFUND-IND)***

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

	<b>N</b> No
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***Debt Override Indicator (DEBT-OVERRIDE-IND)***

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

***Debt Type (DEBT-TYP)***

<b>Description</b>	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).
<b>Length</b>	2 characters

***Appropriation Index (APPR-INDX)***

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

***Program Index (PRG-INDX)***

<b>Description</b>	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.
<b>Length</b>	3 characters
<b>Edits</b>	Must be valid on the Program Information Table (GA1091).

***Organization Index (ORG-INDX)***

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

### *Subobject (SOBJ)*

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

### *Sub-subobject (SSOBJ)*

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

### *Source Of Revenue (SRC-REV)*

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

### *Subsource (SSRC)*

<b>Description</b>	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.
<b>Length</b>	2 characters
<b>Edits</b>	Must be valid on the Subsource Table (GA1036).

### *Payment Schedule (PYMT-SCHD)*

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

### *Reimbursable Code (REIM-CD)*

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

### *Refund Phase:*

#### *Percentage of Refund (PCT-OF-REFUND1)*

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

#### *Refund Days (REFUND-DAYS1)*

<b>Description</b>	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.
<b>Length</b>	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

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

### Data Fields

<a href="#">FYR</a> (display only)	<a href="#">APPR INDX</a>
<a href="#">COL</a> (display only)	<a href="#">PRG INDX</a>
<a href="#">FEE CODE</a> (display only)	<a href="#">ORG INDX</a>
<a href="#">FEE CODE TITLE</a> (display only)	<a href="#">SOBJ</a>
<a href="#">YRS</a>	<a href="#">SUB SOBJ</a>
<a href="#">FEE RATE</a>	<a href="#">REV SRC</a>
<a href="#">MIN FEE</a>	<a href="#">SSRC</a>
<a href="#">MAX FEE</a>	<a href="#">REIM CD</a>

### Fiscal Year (FYR)

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

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

### Fee Code (FC-FEE-CD)

<b>Description</b>	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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<b>Length</b>	2 characters
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***Fee Code Title (FEE-CD-TITLE)***

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

***Year/Session***

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

***Fee Rate (FEE-RATE)***

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

***Fee Minimum (FEE-MIN)***

<b>Description</b>	An amount identifying a minimum fee amount for a year/session.
<b>Length</b>	7 digits, including 2 decimals
<b>Format</b>	99999.99
<b>Edits</b>	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)***

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

***Appropriation Index (APPR-INDX)***

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

### *Program Index (PRG-INDX)*

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

### *Organization Index (ORG-INDX)*

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

### *Subobject (SOBJ)*

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

### *Sub-subobject (SSOBJ)*

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

### *Source Of Revenue (SRC-REV)*

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

### *Subsource (SSRC)*

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

### *Reimbursable Code (REIM-CD)*

<b>Description</b>	A code identifying a reimbursable code to be used for a year/session.
<b>Length</b>	2 characters
<b>Edits</b>	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)