

Oregon Tech Policy
OIT-40-090
INCIDENTAL FEES

1. Policy Statement

This policy recognizes the Associated Students of Oregon Institute of Technology's (ASOIT) authority to establish and maintain the official process for Incidental Fees. The determination, recommendation, and allocation of ASOIT's Incidental Fees policy, subject to oversight by the University President and Board of Trustees is consistent with applicable law.

2. Reason for Policy/Purpose

The purpose of this policy is to clarify Oregon Tech's recognition of ASOIT's role in administering the Incidental fee process pursuant to ORS 352.105 and Board of Trustees Resolution 15-2. This policy provides a formal university policy with reference to ASOIT's Incidental Fee policy, which establishes the structure, authority, and procedures of Incidental Fee Commissions.

This policy also ensures the university's role in reviewing and overseeing Incidental Fees in relation to ASOIT's authority and applicable state law.

3. Applicability/Scope

This policy applies to all campuses of the university wherein students pay mandatory incidental fees.

4. Definitions

ASOIT Policy: A written plan or general course of action, having application throughout the university, intended to govern the actions of student government officers and their assigned responsibilities. ASOIT policies may be created, amended, and removed according to the ASOIT Constitution, ORS 352.105, and Board of Trustees Resolution 15-2.

Incidental Fees: Mandatory student-initiated funds intended to support programs and services that enhance the education, instruction, services, and recreation of Oregon Tech students.

5. Policy

Incidental Fees shall be determined, recommended, and allocated according to the official ASOIT Incidental Fee policy. ASOIT is responsible for establishing the governance process for Incidental Fee Commissions, including composition, procedures, and the decision-making process.

Oversight by the University President and Board of Trustees shall be exercised consistent with applicable law.

6. Links to Related Procedures, Forms, or Information

<http://www.oit.edu/student-government>

https://www.oit.edu/sites/default/files/2026/documents/2026.24.04_ASOIT%20IFC%20Policy.pdf

7. Policy Review/Consultation

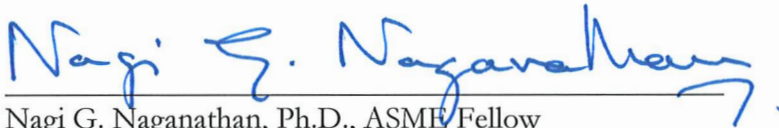
This policy was reviewed and open to consultation by the following Oregon Tech committees and/or advisory groups:

- Associated Students of Oregon Institute of Technology (ASOIT)
- Vice President of Student Affairs
- Senior Vice President of Finance & Administration

This policy was adopted pursuant to Oregon Tech's policy review and making process.

8. Policy Approval

Approved by the President on June 9, 2026.



Nagi G. Naganathan, Ph.D., ASME Fellow
President

Supersedes

OIT-40-090 dated 8/13/2010

Revision Dates

5/19/2026

8/13/2010