

Registration Fee Assessment Using Banner 7

Job Aid: Build Optional Fees for a Term

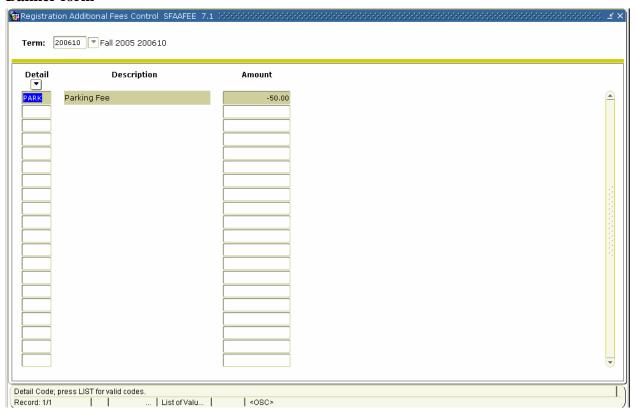
Build optional fees for a term

The Registration Additional Fees Control Form (SFAAFEE) is used to build the additional optional fees for a term.

Use this form to

• provide the fee codes and the amounts that can be used in the Registration Additional Fees Form (SFAEFEE)

Banner form





Registration Fee Assessment Using Banner 7

Job Aid: Build Optional Fees for a Term (Continued)

Procedure

Follow these steps to build the additional optional fees for a term.

Step	Action
1	Access the Registration Additional Fees Control Form (SFAAFEE).
2	Enter 200610 in the Term field.
3	Perform a Next Block function.
4	Enter <i>PARK</i> in the Detail field.
5	Enter -50 in the Amount field.
6	Click the Save icon.
7	Click the Exit icon.