



## Job Aid: Validate the Results of Registration Fee Assessment

The Student Course/Fee Assessment Query Form (SFAREGF) provides the ability to query a student's detail data and registration fee assessment online, without having to update the student's detail file. This allows you to enter the registration fee assessment rules and then test the result on specific students.

Student Course/Fee Assessment Query SFAREGF 7.3													
Term:	200610	Refund By Total Refund Date:		ID:	543521234	Black, James C.							
<b>Term Enrollment Summary</b>													
Status	Description		Status Date		Percentage Tuition Refund		Percentage Fee Refund						
EL	Eligible to Register		28-JUN-2006										
<b>Term Registration Summary</b>													
CRN	Subject	Course	Section	Credit Hours	Bill Hours	Level	Campus	Status	Status Date	Percent Tuition Refund	Percent Fee Refund	Message	
5009	ACCT	2310	0	3.000	3.000	UG	M	RE	28-JUN-2006			**Registered**	
<b>Total Credit Hours:</b>				3.000	<b>Total Bill Hours:</b>				3.000	<b>CEU Hours:</b> .000			
Record: 1/1													



## Registration Fee Assessment Using Banner 7

### Job Aid: Validate the Results of Registration Fee Assessment (Continued)

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#### Procedure

Follow these steps to validate the results of the registration fee assessment for a student without impacting the student's account.

Step	Action
1	Access the Student Course/Fee Assessment Query Form (SFAREGF).
2	Enter <i>200610</i> in the <b>Term</b> field.
3	Enter <i>543521234</i> in the <b>ID</b> field.
4	Perform a <b>Next Block</b> function.  <u>Note:</u> SFAREGF displays all registrations for the student for the term specified.
5	Select <u>Fee Assessment Without Min/Max Applied</u> from the <b>Options</b> pull-down menu.  <u>Note:</u> Use this window to review the student's calculated registration fee assessment detail information. You can either select <u>Fee Assessment Without Min/Max Applied</u> or <u>Fee Assessment With Min/Max Applied</u> from the <b>Options</b> pull-down menu. In this case, we have selected <u>Fee Assessment Without Min/Max Applied</u> .
6	Click the <b>Exit</b> icon.  <u>Note:</u> When either of the windows is accessed, a mock fee assessment is performed for the student based on the saved registration records.