

**Portland State University
Restricted Differential Tuition (RDT):
Policy & Procedure**

Updated October 2023

Purpose:

RDT provides a means of offering programs targeted to distinct student populations, at non-standard tuition rates. The RDT tuition is assessed on a per course basis, at a flat rate regardless of student residency status. RDT enables schools/colleges to offer specific programs to students at market driven rates, who may not otherwise enroll at PSU.

General Guidelines:

- RDT does NOT allow for a distinction in tuition charges based on Resident vs. Nonresident classification.
- RDT proposals should include the flat fee tuition charges, which are expected to cover both direct and indirect costs. Revenue associated with the RTD A/B programs will be attributed separately in the Revenue Cost Attribution Tool (RCAT).
- Courses created under RDT do NOT count toward establishing the 5-credit threshold which makes a student eligible for and obligated to pay for health insurance.

RDT A & B Guidelines:

RDT A may be appropriate for programs with the following characteristics:

- Student population is physically distant from the PSU campus.
- None of the standard fees are included except the ASRC fee.

RDT B may be appropriate for programs with the following characteristics:

- Student population may access the PSU campus and use resources in ways similar to standard In-Load student population.
- Program has a compelling reason for not charging standard In-Load tuition rates.
- Selected standard fees are charged as appropriate to situation.

RDT Evaluation Criteria:

1. A distinct population of target students is clearly identified and described. Student population should be targeted, isolated and generally distinct from regular PSU students and programs
2. The identified student population is to be served by RDT-based program, will be enrolling in RDT program courses ONLY, and will not be taking In-Load courses.
3. The identified student population is best served by RDT *rather* than standard in-load.
4. The RDT program's primary intent is to serve the identified student population as noted in RDT A or B. Programs wanting to allow enrollment of regular, non-program students into the RDT courses, must make and justify a request to allow the cross-listing of one or more in-load section(s) in the RDT application. If non-program, in-load students are allowed to enroll in the RDT program courses through cross-listing, then in-load enrollees will:
 - (1) be able to register only after RDT program students have registered.
 - (2) be clearly identified as a distinct sub-population of course enrollments.
 - (3) pay regular tuition and fees according to their regular student status (i.e. residency status, student level, college differential, etc.).

Application Process - RDT Program Approval

- Programs must receive initial approval for RDT status. Once approved, programs must notify the RDT-RC group of any substantive program changes, such as changes to target populations or terms of delivery. Requests for RDT can be made by submitting the RDT Application Form to Cindy Baccar in the Registrar's Office. If you have questions or need guidance in providing supplemental materials contact Cindy as needed: baccarc@pdx.edu or 503-725-5533.
- RDT program application must be submitted by the school/college dean to the RDT Review Committee (RDT-RC).
- The RDT-RC is comprised of the Director of Student Financial Services, University Registrar, Assistant Registrar for Academic Scheduling, and Assistant Budget Director, University Budget Office.
- The RDT-RC uses the criteria described above to evaluate the program request and make recommendations to the RDT- Budget Team (RDT-BT).

- The RDT-BT makes final decisions on whether RDT program status is approved.
- The RDT- BT includes: the Provost, Vice Provost for Budget & Planning, and Vice President, Finance & Administration.
- RDT-RC will notify the unit of RDT-BT decision.

RDT Annual Tuition Rates:

- In accordance with ORS 352.102, specific tuition amounts must be approved separately by the PSU Board of Trustees and must be submitted as part of the annual tuition & fee setting process when changes are requested.

Timelines:

- RDT program approval application deadline is December 1st.
- RDT tuition rate approval (initial or changes) submission deadline is December 1st.
- The PSU Board of Trustees approves all tuition rates/fees in April.