

FY25 User Fees

Description	Group Specific	FY2024-2025 Charge	Frequency	Note
CL008-STUDENT AFFAIRS				
Rentals				
Room Rental (Housing)				
5 Day Cancellation Fee	Affiliate	See Note	per occurrence	1/2 of total event price
5 Day Cancellation Fee	Sponsored	See Note	per occurrence	1/2 of total event price
5 Day Cancellation Fee	Student Group	See Note	per occurrence	1/3 of total event price
5 Day Cancellation Fee	University Department	See Note	per occurrence	1/3 of total event price
Bathroom Attendant/ Elevator Attendant	All Groups	\$	20.00 per hour	
Carolina Room	Affiliate	\$	400.00 Half Day (7 hours or less)	
Carolina Room	Sponsored	\$	300.00 Half Day (7 hours or less)	
Carolina Room	Student Group	\$	200.00 Half Day (7 hours or less)	
Carolina Room	University Department	\$	250.00 Half Day (7 hours or less)	
Carolina Room	Affiliate	\$	675.00 Whole Day (7+ hours)	
Colloquium - Entire Building	Affiliate	\$	750.00 After hours & weekends only	
Colloquium - Entire Building	Sponsored	\$	750.00 After hours & weekends only	
Colloquium - Entire Building	Student Group	\$	500.00 After hours & weekends only	
Colloquium - Entire Building	University Department	\$	500.00 After hours & weekends only	
Colloquium Upstairs Meeting Room	Sponsored	\$	300.00 After operating hours	
Colloquium Upstairs Meeting Room	Student Group	\$	200.00 After operating hours	
Colloquium Upstairs Meeting Room	University Department	\$	250.00 After operating hours	
Colloquium Upstairs Meeting Room	Sponsored	\$	150.00 During operating hours	
Colloquium Upstairs Meeting Room	Student Group	\$	75.00 During operating hours	
Colloquium Upstairs Meeting Room	University Department	\$	75.00 During operating hours	
Early/Late Fee	All Groups	\$	50.00 per hour	
No Show or Cancellation Fee	All Groups	See Note	per occurrence	Full amount of the event
Spigner House - Complete Downstairs & Grounds (w/AV)	Affiliate	\$	1,400.00 per occurrence	
Spigner House - Complete Downstairs & Grounds (w/AV)	Sponsored	\$	1,000.00 per occurrence	
Spigner House - Complete Downstairs & Grounds (w/AV)	Student Group	\$	680.00 per occurrence	
Spigner House - Complete Downstairs & Grounds (w/AV)	University Department	\$	680.00 per occurrence	
Spigner House - Complete Downstairs & Grounds (w/o AV)	Affiliate	\$	1,000.00 per occurrence	
Spigner House - Complete Downstairs & Grounds (w/o AV)	Sponsored	\$	950.00 per occurrence	
Spigner House - Complete Downstairs & Grounds (w/o AV)	Student Group	\$	630.00 per occurrence	
Spigner House - Complete Downstairs & Grounds (w/o AV)	University Department	\$	630.00 per occurrence	
Spigner House - Complete Downstairs (w/AV)	Affiliate	\$	850.00 per occurrence	
Spigner House - Complete Downstairs (w/AV)	Sponsored	\$	650.00 per occurrence	
Spigner House - Complete Downstairs (w/AV)	Student Group	\$	450.00 per occurrence	
Spigner House - Complete Downstairs (w/AV)	University Department	\$	450.00 per occurrence	
Spigner House - Complete Downstairs (w/o AV)	Affiliate	\$	700.00 per occurrence	
Spigner House - Complete Downstairs (w/o AV)	Sponsored	\$	500.00 per occurrence	
Spigner House - Complete Downstairs (w/o AV)	Student Group	\$	200.00 per occurrence	
Spigner House - Complete Downstairs (w/o AV)	University Department	\$	300.00 per occurrence	
Tea Leaves Conference Room	Sponsored	\$	300.00 After operating hours	
Tea Leaves Conference Room	Student Group	\$	100.00 After operating hours	
Tea Leaves Conference Room	University Department	\$	150.00 After operating hours	
Tea Leaves Conference Room	Sponsored	\$	150.00 During operating hours	
Tea Leaves Conference Room	Student Group	\$	75.00 During operating hours	

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CL008-STUDENT AFFAIRS					
Tea Leaves Conference Room	University Department	\$	100.00	During operating hours	
Top of Carolina	Affiliate	\$	600.00	Half Day (7 hours or less)	\$600 plus minimum of \$2,500 food and beverage order.
Top of Carolina	Sponsored	\$	500.00	Half Day (7 hours or less)	\$500 plus minimum of \$2,500 food and beverage order.
Top of Carolina	Student Group	\$	250.00	Half Day (7 hours or less)	\$250 plus minimum of \$500 food and beverage order.
Top of Carolina	University Department	\$	300.00	Half Day (7 hours or less)	\$300 plus minimum of \$500 food and beverage order.
Top of Carolina	Affiliate	\$	750.00	Whole Day (7+ hours)	\$750 plus minimum of \$2,500 food and beverage order.
Top of Carolina	Sponsored	\$	650.00	Whole Day (7+ hours)	\$650 plus minimum of \$2,500 food and beverage order.
Top of Carolina	Student Group	\$	500.00	Whole Day (7+ hours)	\$500 plus minimum of \$500 food and beverage order.
Top of Carolina	University Department	\$	500.00	Whole Day (7+ hours)	\$500 plus minimum of \$500 food and beverage order.
Bates West Social Room	Sponsored	\$	150.00	Half Day (7 hours or less)	
Bates West Social Room	Student Group	\$	100.00	Half Day (7 hours or less)	
Bates West Social Room	University Department	\$	100.00	Half Day (7 hours or less)	
Bates West Social Room	Sponsored	\$	300.00	Whole Day (7+ hours)	
Bates West Social Room	Student Group	\$	200.00	Whole Day (7+ hours)	
Bates West Social Room	University Department	\$	250.00	Whole Day (7+ hours)	
Campus Room	Affiliate	\$	650.00	Half Day (7 hours or less)	
Campus Room	Sponsored	\$	375.00	Half Day (7 hours or less)	
Campus Room	Student Group	\$	250.00	Half Day (7 hours or less)	
Campus Room	University Department	\$	300.00	Half Day (7 hours or less)	
Campus Room	Affiliate	\$	800.00	Whole Day (7+ hours)	
Campus Room	Sponsored	\$	500.00	Whole Day (7+ hours)	
Campus Room	Student Group	\$	350.00	Whole Day (7+ hours)	
Campus Room	University Department	\$	400.00	Whole Day (7+ hours)	
Campus Room	Sponsored	\$	575.00	Whole Day (7+ hours)	
Campus Room	Student Group	\$	325.00	Whole Day (7+ hours)	
Campus Room	University Department	\$	425.00	Whole Day (7+ hours)	
English Program for Internationals - Cleaning Fee for Mid Semester move out (per apt.)		\$	125.00	per occurrence	
Event Overage Fee		\$	50.00	per 15 minutes	Per 15 minutes once event runs 15 minutes over agreed end
Guest Apartment Charge		\$	75.00	per night	
Guest Room Charge		\$	30.00	per night	
Rental Residential Classrooms	Affiliate, Sponsored	\$	70.00	per occurrence	
Rental Residential Classrooms	Student Group, University Department	\$	50.00	per occurrence	
Room Reset Fee	All Groups	\$	50.00	per setup charge	
Equipment Rental (Housing)					
AV Cart		\$	20.00	per visit	
Cable Feed TV/DVD		\$	75.00	per occurrence	
Cocktail Table		\$	15.00	per occurrence	
Cocktail Table w/ Special Skirting		\$	25.00	per occurrence	
Easels		\$	10.00	each, per day	
Flip Chart Rental		\$	20.00	per occurrence	
Hand Held Microphone		\$	35.00	per day, per microphone	
Head Set Microphone		\$	35.00	per day, per microphone	

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CL008-STUDENT AFFAIRS				
Lapel Microphone		\$	35.00 per day, per microphone	
Laptop Computer		\$	50.00 per occurrence	
Laser Pointer/ Presenter		\$	15.00 per day, per presenter	
Polycom Teleconferencing		\$	50.00 per day	
Portable LCD Projector		\$	75.00 per occurrence	
Power Cords/Power Strips		\$	5.00 per day, per cord/strip	
Projection Screen		\$	30.00 per occurrence	
Smart Lectern		\$	75.00 per day	
Specialty Linens		\$	20.00 per table, per day	
Staging 6'D x 8'W x 16'H (4 total)		\$	50.00 per occurrence	
Tablecloth and Skirt		\$	15.00 per occurrence	
Tablecloths		\$	7.00 per occurrence	
Wall Divider		\$	50.00 per occurrence	
Russell House Room Rental				
Caroliniana Gardens	Affiliate	\$	125.00 per day	Fee for using Caroliniana Gardens for a ceremony (wedding, memorial, etc.)
Russell House Conference Center Fee: Gressette Room	Affiliate	\$	150.00 per day, per section	
Russell House Conference Center Fee: Gressette Room	University Department	\$	58.00 per day, per section	
Consolidates Russell House Conference Fees	Student Group	\$	23.00 per day	
Consolidates Russell House Conference Fees	University Department	\$	115.00 per day	Assessed at Russell House when holding a conference where a registration fee is being charged to attendees.
Consolidates Russell House Conference Fees	Affiliate	\$	350.00 per day	
Russell House Service Fee - Showcase Space	Affiliate	\$	75.00 per occurrence	
Russell House Service Fee - Showcase Space	Student Group	\$	36.00 per section	Fee for serving food or when other when normal facility auxillary services (i.e. landcaping, custodial) are impacted. Is applied on a per section basis in Russell House Ballroom.
Russell House Service Fee - Showcase Space	University Department	\$	45.00 per occurrence	
Russell House Service Fee - Meeting Room	Affiliate	\$	40.00 per use	
Russell House Service Fee - Meeting Room	Student Group	\$	21.00 per use	Fee for serving food or when other when normal facility auxillary services (i.e. landcaping, custodial) are impacted
Russell House Service Fee - Meeting Room	University Department	\$	19.00 per use	
Rutledge Chapel Room Fee (per hour)	Affiliate	\$	250.00 per hour	
Rutledge Chapel Room Fee (per day)	Affiliate	\$	1,000.00 per day	
Solicitation Fee (table)				Fee applied when a campus entity sponsors an outside vendor for the purposes of an onsite sale, or activity that hopes to results in future sales.
	All Groups	\$	55.00 per use	
	Affiliate			All-encompassing charge to be assessed for special events in Russell House showcase event spaces. Includes all
Russell House Showcase Space A/V Package		\$	500.00 per use	
	Student Group			
Russell House Showcase Space A/V Package		\$	200.00 per use	

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CL008-STUDENT AFFAIRS				
	University Department			
Russell House Showcase Space A/V Package		\$	300.00 per use	
Conference Center Technology Package, Small	Student Group			
		\$	250.00 per day	
Conference Center Technology Package, Small	University Department			
		\$	500.00 per day	
Conference Center Technology Package, Large	Student Group			
		\$	350.00 per day	
Conference Center Technology Package, Large	University Department			
		\$	800.00 per day	
Extended Building Hours	All Groups			Assessed when client requests facility to either open or close outside of normal business hours.
Large Sound System (portable)	Affiliate	\$	220.00 per use	Large portable sound system, microphone and music
Large Sound System (portable)	Student Group	\$	65.00 per use	
Large Sound System (portable)	University Department	\$	100.00 per use	
Low Riser	Affiliate	\$	50.00 per use	8" podium/stage riser for events
Low Riser	Student Group	\$	15.00 per use	
Low Riser	University Department	\$	25.00 per use	
Piano	Affiliate	\$	100.00	
Piano	Student Group	\$	100.00	
Piano	University Department	\$	100.00	
Russell House Podium	Student Group	\$	10.00 per day	
Russell House Podium	University Department	\$	15.00 per day	
Small Sound System (portable)	Affiliate	\$	75.00	
Small Sound System (portable)	Student Group	\$	34.00	
Small Sound System (portable)	University Department	\$	46.00	
Staffing - Labor	All Groups			
		\$	20.00 per hour	Staffing associated with conversion of event space for client
Staffing - Event Staff	All Groups			Staffing to work onsite with Russell House event clients to ensure event success.
		\$	20.00 per hour	Staffing to work onsite at events to monitor and assist with audio-visual needs.
Staffing - AV Staff	All Groups			6' x 8' pieces of modular stage that can be configured for
		\$	25.00 per hour	
Stage	Affiliate	\$	50.00 per section	
Stage	Student Group	\$	15.00 per section	
Stage	University Department	\$	25.00 per section	
Table Skirts	Affiliate	\$	5.00 per piece	Coverings for Russell House 6' rectangular tables
Table Skirts	University Department	\$	3.00 per piece	
Wireless Microphone System	Affiliate	\$	100.00	Short term use, less than thirty days.
Wireless Microphone System	Student Group	\$	23.00	Short term use, less than thirty days.
Wireless Microphone System	University Department	\$	58.00	Short term use, less than thirty days.
Wireless Presenters	Affiliate			
Wireless Presenters	Student Group			
Wireless Presenters	University Department			

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CL008-STUDENT AFFAIRS				
Student Disability Services				
Interpreters: Non-Student Activities		\$	103.00 per hour; evenings and weekends	
Interpreters: Non-Student Activities		\$	138.00 per hour; holidays	
Interpreters: Non-Student Activities		\$	75.00 per hour; standard business hours	
Materials in Alternative Format: Non- Student Activities		\$	17.00 per hour	
Real Time Captioning: Non-Student Activities		\$	200.00 per hour; evenings and weekends	
Real Time Captioning: Non-Student Activities		\$	275.00 per hour; holidays	
Real Time Captioning: Non-Student Activities		\$	150.00 per hour; standard business hours	
Transcriptionists: Non-Student Activities		\$	20.00 per hour	
Campus Recreation (Exclusion PE Courses)				
Facilities & Staffing				
Event Support	All Groups	\$	20.00 per hour	
Administrative Fee	All Groups	\$	50.00 One-time	
Clean Up Fee	All Groups	\$	20.00	Starting at \$20.00 (add on for additional staff cleanup beyond normal operation)
Athletic Trainer		\$	40.00 per hour	1 hour minimum
Housekeeping		\$	30.00 per hour	3 hour minimum
Cancellation - 5 Calendar Days		\$	50.00 per occurrence	Cancellation rate is determined by the total magnitude of the event, up to the amount indicated.
Cancellation - 72 Hours		\$	75.00 per occurrence	
Cancellation - 24 Hours/No Show		\$	100.00 per occurrence	
Field Lighting	Student Group	\$	25.00 per hour, per field	
Field Lighting	University Department	\$	37.50 per hour, per field	
Field Lighting	External, USC Sponsored	\$	56.26 per hour, per field	
Field Lining	Student Group	\$	100.00 per field	
Field Lining	University Department	\$	150.00 per field	
Field Lining	External, USC Sponsored	\$	225.00 per field	
Portable Audio	Student Group	\$	30.00 per occurrence	
Portable Audio	University Department	\$	50.00 per occurrence	
Portable Audio	External, USC Sponsored	\$	75.00 per occurrence	
Miscellaneous				
Solicitation Fee	Student Group	\$	20.00	
Solicitation Fee	External	\$	100.00	
Extended Building Hours	student Group	\$	150.00	Includes 3 staff members, extra staff may be required and billed at housekeeping/ event support rate)
Extended Building Hours	University Department	\$	225.00	
Extended Building Hours	External	\$	337.50	
Strom Thurmond Wellness and Fitness Center (STWFC)				
Facility Rental				
Basketball Court	Student Group	\$	25.00 per hour	
Basketball Court	Student Group	\$	225.00 per day	
Basketball Court	University Department	\$	37.50 per hour	
Basketball Court	University Department	\$	337.50 per day	
Basketball Court	External, USC Sponsored	\$	56.25 per hour	
Basketball Court	External, USC Sponsored	\$	505.00 per day	
WFC South Center Gym	Student Group	\$	30.00 per hour	
WFC South Center Gym	Student Group	\$	270.00 per day	

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CL008-STUDENT AFFAIRS				
WFC South Center Gym	University Department	\$	45.00 per hour	
WFC South Center Gym	University Department	\$	405.00 per day	
WFC South Center Gym	External, USC Sponsored	\$	67.50 per hour	
WFC South Center Gym	External, USC Sponsored	\$	607.50 per day	
WFC Rock Wall	Student Group	\$	35.00 per hour	
WFC Rock Wall	University Department	\$	52.00 per hour	
WFC Racquetball Court	Student Group	\$	15.00 per hour	
WFC Racquetball Court	Student Group	\$	135.00 per day	
WFC Racquetball Court	University Department	\$	22.50 per hour	
WFC Racquetball Court	University Department	\$	202.50 per day	
WFC Racquetball Court	External, USC Sponsored	\$	33.75 per hour	
WFC Racquetball Court	External, USC Sponsored	\$	305.00 per day	
WFC Field 1 & 2	Student Group	\$	40.00 per hour	
WFC Field 1 & 2	Student Group	\$	360.00 per day	
WFC Field 1 & 2	University Department	\$	60.00 per hour	
WFC Field 1 & 2	University Department	\$	540.00 per day	
WFC Field 1 & 2	External, USC Sponsored	\$	90.00 per hour	
WFC Field 1 & 2	External, USC Sponsored	\$	800.00 per day	
WFC Field 3	Student Group	\$	25.00 per hour	
WFC Field 3	Student Group	\$	225.00 per day	
WFC Field 3	University Department	\$	37.50 per hour	
WFC Field 3	University Department	\$	337.50 per day	
WFC Field 3	External, USC Sponsored	\$	56.25 per hour	
WFC Field 3	External, USC Sponsored	\$	505.00 per day	
WFC Field 4	Student Group	\$	20.00 per hour	
WFC Field 4	Student Group	\$	180.00 per day	
WFC Field 4	University Department	\$	30.00 per hour	
WFC Field 4	University Department	\$	270.00 per day	
WFC Field 4	External, USC Sponsored	\$	45.00 per hour	
WFC Field 4	External, USC Sponsored	\$	405.00 per day	
Indoor Pool (25 yd lane)	Student Group	\$	4.50 per hour	
Indoor Pool (25 yd lane)	Student Group	\$	40.50 per day	
Indoor Pool (25 yd lane)	University Department	\$	6.75 per hour	
Indoor Pool (25 yd lane)	University Department	\$	60.75 per day	
Indoor Pool (25 yd lane)	External, USC Sponsored	\$	10.25 per hour	
Indoor Pool (25 yd lane)	External, USC Sponsored	\$	90.00 per day	
Indoor Pool	Student Group	\$	36.00 per hour	
Indoor Pool	Student Group	\$	325.00 per day	
Indoor Pool	University Department	\$	54.00 per hour	
Indoor Pool	University Department	\$	485.00 per day	
Indoor Pool	External, USC Sponsored	\$	81.00 per hour	
Indoor Pool	External, USC Sponsored	\$	725.00 per day	
Outdoor Pool	Student Group	\$	100.00 per hour	
Outdoor Pool	Student Group	\$	900.00 per day	
Outdoor Pool	University Department	\$	150.00 per hour	
Outdoor Pool	University Department	\$	1,350.00 per day	
Outdoor Pool	External, USC Sponsored	\$	225.00 per hour	

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CL008-STUDENT AFFAIRS				
Outdoor Pool	External, USC Sponsored	\$	2,025.00	per day
Studio 125	Student Group	\$	20.00	per hour
Studio 125	Student Group	\$	180.00	per day
Studio 125	University Department	\$	30.00	per hour
Studio 125	University Department	\$	270.00	per day
Studio 125	External, USC Sponsored	\$	45.00	per hour
Studio 125	External, USC Sponsored	\$	405.00	per day
Studio 127	Student Group	\$	15.00	per hour
Studio 127	Student Group	\$	135.00	per day
Studio 127	University Department	\$	22.50	per hour
Studio 127	University Department	\$	202.50	per day
Studio 127	External, USC Sponsored	\$	33.75	per hour
Studio 127	External, USC Sponsored	\$	305.00	per day
Studio 116	Student Group	\$	15.00	per hour
Studio 116	Student Group	\$	135.00	per day
Studio 116	University Department	\$	22.50	per hour
Studio 116	University Department	\$	202.50	per day
Studio 116	External, USC Sponsored	\$	33.75	per hour
Studio 116	External, USC Sponsored	\$	305.00	per day
Wet Classroom	Student Group	\$	25.00	per hour
Wet Classroom	Student Group	\$	225.00	per day
Wet Classroom	University Department	\$	37.50	per hour
Wet Classroom	University Department	\$	337.50	per day
Wet Classroom	External, USC Sponsored	\$	56.25	per hour
Wet Classroom	External, USC Sponsored	\$	505.00	per day
Board Room	Student Group	\$	15.00	per hour
Board Room	Student Group	\$	135.00	per day
Board Room	University Department	\$	22.50	per hour
Board Room	University Department	\$	202.50	per day
Board Room	External, USC Sponsored	\$	33.75	per hour
Board Room	External, USC Sponsored	\$	305.00	per day
Conference Room	Student Group	\$	10.00	per hour
Conference Room	Student Group	\$	90.00	per day
Conference Room	University Department	\$	15.00	per hour
Conference Room	University Department	\$	135.00	per day
Conference Room	External, USC Sponsored	\$	22.50	per hour
Conference Room	External, USC Sponsored	\$	205.00	per day
<u>Membership Fees</u>				
Faculty/Staff/Retiree/Spouse - Early Bird		\$	80.00	per summer
Faculty/Staff/Retiree/Spouse - Early Bird		\$	110.00	per semester
Faculty/Staff/Retiree/Spouse - Early Bird		\$	270.00	per annual
Faculty/Staff/Retiree/Spouse - Early Bird		\$	22.50	per month
Faculty/Staff/Retiree/Spouse - Full Membership		\$	105.00	per summer

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CL008-STUDENT AFFAIRS				
Faculty/Staff/Retiree/Spouse - Full Membership		\$	140.00 per semester	
Faculty/Staff/Retiree/Spouse - Full Membership		\$	350.00 per annual	
Faculty/Staff/Retiree/Spouse - Full Membership		\$	29.00 per month	
Alumni - Early Bird		\$	90.00 per summer	
Alumni - Early Bird		\$	120.00 per semester	
Alumni - Early Bird		\$	300.00 per annual	
Alumni - Early Bird		\$	25.00 per month	
Alumni - Full Membership		\$	115.50 per summer	
Alumni - Full Membership		\$	155.00 per semester	
Alumni - Full Membership		\$	385.00 per annual	
Alumni - Full Membership		\$	32.00 per month	
<u>Locker Fees</u>				
Half		\$	20.00 per summer	Fees are the same for students, faculty/staff, and alumni with membership. Towel included.
Half		\$	25.00 per semester	
Half		\$	65.00 per annual	
Full		\$	40.00 per summer	
Full		\$	50.00 per semester	
Full		\$	125.00 per annual	
<u>Stand Alone Towel Service</u>				
Towel Service		\$	15.00 per summer	Fees are the same for students, faculty/staff, and alumni with membership.
Towel Service		\$	20.00 per semester	
Towel Service		\$	50.00 per annual	
Solomon Blatt Physical Education Center (Blatt PEC)				
Gym 305	Student Group	\$	40.00 per hour	
Gym 305	Student Group	\$	360.00 per day	
Gym 305	University Department	\$	60.00 per hour	
Gym 305	University Department	\$	540.00 per day	
Gym 305	External, USC Sponsored	\$	90.00 per hour	
Gym 305	External, USC Sponsored	\$	810.00 per day	
Gym 307	Student Group	\$	20.00 per hour	
Gym 307	Student Group	\$	180.00 per day	
Gym 307	University Department	\$	30.00 per hour	
Gym 307	University Department	\$	270.00 per day	
Gym 307	External, USC Sponsored	\$	45.00 per hour	
Gym 307	External, USC Sponsored	\$	405.00 per day	
Gym 308	Student Group	\$	20.00 per hour	
Gym 308	Student Group	\$	180.00 per day	
Gym 308	University Department	\$	30.00 per hour	
Gym 308	University Department	\$	270.00 per day	
Gym 308	External, USC Sponsored	\$	45.00 per hour	
Gym 308	External, USC Sponsored	\$	405.00 per day	
Studio 204	Student Group	\$	15.00 per hour	
Studio 204	Student Group	\$	135.00 per day	
Studio 204	University Department	\$	22.50 per hour	
Studio 204	University Department	\$	202.50 per day	

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CL008-STUDENT AFFAIRS				
Studio 204	External, USC Sponsored	\$	33.75 per hour	
Studio 204	External, USC Sponsored	\$	305.00 per day	
Triangular Plaza	Student Group	\$	40.00 per hour	
Triangular Plaza	Student Group	\$	360.00 per day	
Triangular Plaza	University Department	\$	60.00 per hour	
Triangular Plaza	University Department	\$	540.00 per day	
Triangular Plaza	External, USC Sponsored	\$	90.00 per hour	
Triangular Plaza	External, USC Sponsored	\$	810.00 per day	
Softball Field	Student Group	\$	25.00 per hour	
Softball Field	Student Group	\$	225.00 per day	
Softball Field	University Department	\$	37.50 per hour	
Softball Field	University Department	\$	337.50 per day	
Softball Field	External, USC Sponsored	\$	56.25 per hour	
Softball Field	External, USC Sponsored	\$	505.00 per day	
Multipurpose Field	Student Group	\$	25.00 per hour	
Multipurpose Field	Student Group	\$	225.00 per day	
Multipurpose Field	University Department	\$	37.50 per hour	
Multipurpose Field	University Department	\$	337.50 per day	
Multipurpose Field	External, USC Sponsored	\$	56.25 per hour	
Multipurpose Field	External, USC Sponsored	\$	505.00 per day	
Weight Room (306)	Student Group	\$	50.00 per hour	
Weight Room (306)	University Department	\$	75.00 per hour	
Lobby/ Restroom usage	Student Group	\$	10.00 per hour	
Lobby/ Restroom usage	Student Group	\$	90.00 per day	
Lobby/ Restroom usage	University Department	\$	15.00 per hour	
Lobby/ Restroom usage	University Department	\$	135.00 per day	
Lobby/ Restroom usage	External, USC Sponsored	\$	22.50 per hour	
Lobby/ Restroom usage	External, USC Sponsored	\$	205.00 per day	
Bluff CREC River Field A & B	Student Group	\$	75.00 per hour	
Bluff CREC River Field A & B	Student Group	\$	675.00 per day	
Bluff CREC River Field A & B	University Department	\$	112.50 per hour	
Bluff CREC River Field A & B	University Department	\$	1,012.50 per day	
Bluff CREC River Field A & B	External, USC Sponsored	\$	168.75 per hour	
Bluff CREC River Field A & B	External, USC Sponsored	\$	1,518.75 per day	
Outdoor Recreation				
Land Gear				
Sleeping Bag and Foam Pad		\$6/12/25	per day/weekend/week	
Foam Sleeping Pad		\$2/3/7	per day/weekend/week	
2 Person Tent		\$9/18/37	per day/weekend/week	
4 Person Tent		\$12/24/49	per day/weekend/week	
Backpack 65L		\$4/8/16	per day/weekend/week	
Expedition Dry Bag		\$4/8/16	per day/weekend/week	
Small Cannister Stove (fuel not included)		\$3/5/11	per day/weekend/week	
Whisperlite Stove (fuel not included)		\$5/10/20	per day/weekend/week	
2 Burner Stove		\$5/10/20	per day/weekend/week	

FY25 User Fees

Description	Group Specific	FY2024-2025 Charge	Frequency	Note
CL008-STUDENT AFFAIRS				
2 Pot Cooking Set		\$3/5/11	per day/weekend/week	
Headlamp		\$2/4/9	per day/weekend/week	
Bouldering Crash Pad		\$6/12/24	per day/weekend/week	
Hammock with Straps		\$6/12/24	per day/weekend/week	
Crazy Creek Camp Seat		\$3/6/13	per day/weekend/week	
Small Shovel		\$1/2/4	per day/weekend/week	
Treking Poles		\$5/10/20	per day/weekend/week	
Bear Cannister		\$5/10/20	per day/weekend/week	
Land Gear Premium				
Down Sleeping Bag		\$15/25/51	per day/weekend/week	
2 Person Tarp Shelter		\$15/30/61	per day/weekend/week	
4 Person Tarp Shelter		\$20/40/81	per day/weekend/week	
Backpack 60L		\$10/20/41	per day/weekend/week	
Water Gear				
Stand Up Paddleboard and PFD		\$20/35/71	per day/weekend/week	
Surfboard		\$9/18/37	per day/weekend/week	
Sit On Top Kayak with PFD		\$20/35/71	per day/weekend/week	
River Tube with PFD		\$6/12/25	per day/weekend/week	
PFD		\$3/5/11	per day/weekend/week	
For Sale				
Stove Fuel		Mimimum 10% markup		
Bike Repair Parts (Tubes, chains, etc)		Mimimum 10% markup		
Climbing Chalk		Mimimum 10% markup		
Chalk Bag		Mimimum 10% markup		
Personal Training				
New Client Student Option Package				
Fitness Assistant +1 Session		\$	75.00	
Fitness Assistant +3 Session		\$	115.00	
Fitness Assistant +4 Session		\$	187.00	
Fitness Assistant +9 Session		\$	250.00	
Returning Client Student Option Package				
Program Design +1 Session		\$	75.00	
3 Sessions		\$	90.00	
6 Sessions		\$	168.00	
9 Sessions		\$	243.00	
12 Sessions		\$	300.00	
18 Sessions		\$	423.00	

FY25 User Fees

Description	Group Specific	FY2024-2025 Charge	Frequency	Note
CL008-STUDENT AFFAIRS				
New Client (Non-Student) Option Package				
Fitness Assistant +1 Session		\$	90.00	
Fitness Assistant +3 Session		\$	130.00	
Fitness Assistant +4 Session		\$	217.00	
Fitness Assistant +9 Session		\$	295.00	
Returning Client (Non-Student) Option Package				
Program Design +1 Session		\$	85.00	
3 Sessions		\$	105.00	
6 Sessions		\$	198.00	
9 Sessions		\$	288.00	
12 Sessions		\$	360.00	
18 Sessions		\$	522.00	
Assessment Offerings				
InBody Analysis		\$	10.00	The fees are the same for students, faculty/staff, and alumni with membership.
Fitness Assessment		\$	30.00	
Program Design		\$	45.00	
Group X Private Classes				
Campus Rec Location - 1 Instructor		\$	75.00	
Campus Rec Location - 2 Instructors		\$	105.00	
Off Site Location - 1 Instructor		\$	50.00	
Off Site Location - 2 Instructors		\$	80.00	
Small Group Training				
Fall		\$	125.00	
Spring		\$	125.00	
Summer		\$	75.00	
Group X Pass				
In-person		\$	25.00 per semester (unlimited use)	The cost is dependent on the type of package purchased. Fees are the same for students, faculty/staff and alumni with membership.
Virtual (access to live-streamed class list)		\$	15.00 per semester (unlimited use)	
In-person and Virtual		\$	35.00 per semester (unlimited use)	
Intramural Sports				
Intramural Participant Pass		\$	15.00 per semester (unlimited play)	
Intramural Special Event Pass		\$	5.00 per semester	

Notes:

Affiliate: external party not sponsored by USC group

FY25 User Fees

Description	Group Specific	FY2024-2025 Charge	Frequency	Note
CL010 - FINANCE				
Bursar's Office				
CampusGuard PCI Online Training Licenses and Annual		\$50.00 - \$60.00	per employee	
Touchnet Integrations		\$ 2,750.00	per integration/per year	

Notes:

Affiliate: external party not sponsored by USC group

FY25 User Fees

Description	Group Specific	FY2024-2025 Charge	Frequency	Note
CL011-LAW ENFORCEMENT & SAFETY				
Enterprise Risk Management				
Insurance Premium and Claims Processing		12%		A 12% processing fee will be assessed on each departmental/campus purchase of insurance through the Risk Management Department. The fee will be added to each individual premium charge.
Environmental Health and Safety				
Environmental Health and Safety Training and Support		\$ 75.00	per hour	Includes specialized on-demand services and programs (Ergonomic Review, Respirator User Exams, and others) Capped at \$600/day Services are charged at contractor rate plus 10% for administration of services, includes but not limited to: Asbestos, Audiogram, Chest X-ray, Physical Exam, Pulmonary Function Test, Retina Exam (laser users), Vision Exam, Blood Tests.
Occupational and Environmental Services		\$30.00 - \$300.00	per use	
Fire Safety				
Fire and Life Safety Services		\$ 75.00	per hour	Includes inspection and other fire safety services performed directly by EHS staff, charge is per employee per hour. Capped at \$600/day The following services (inspections and maintenance) are charged at contractor rate plus 10% for administration of services: Fire Pumps, Fire Alarms, Fire Sprinklers, Fume Hoods, and other related fire safety systems.
Fire Safety Services		\$30.00 - \$300.00	per use	
Special Services				
Police and Civilian Personnel for Events		\$53 - \$145.00	per hour	Rate charged determined by type and level of personnel. Assignments are staffed at a 3 hour minimum. Request for staffing less than 14 days from event will incur a \$50 fee and less than 72 hours from event a \$100 fee, this fee does not apply to change requests or incidents of life safety. A 10% admin fee for staffing will be included in the charge. Set includes: 1 walk-through magnetometer, 1 hand wand, and up to 4 pieces of bike rack. As determined necessary by the Division of Law Enforcement and Safety. Fume hood containment test \$10 per day per radio (not including repair loaner) / \$10 to \$30 per radio per month (depending on features and functions of radio)
1 Set of Mag Equipment		\$ 100.00	per event	
Staffing/ Holiday Incentives		\$100 - \$500.00	per employee	
Fume Hood Containment Test		\$ 800.00	per use	
Radio Service		\$10.00 / \$10.00 - \$30.00	per month	

Notes:

Affiliate: external party not sponsored by USC group

FY25 User Fees

Description	Group Specific	FY2024-2025 Charge	Frequency	Note
CL012-BUSINESS AFFAIRS				
Carolina Card Office				
Annual Door Access Fee		\$ 100.00	per door reader	Yearly fee per door reader charged to department.
Annual Mobile License Fees		See Note	% of licensing costs	% of costs proportional to number of users. Departments to pay installation, equipment and wiring costs per door on the Gold Access system charged yearly.
Damaged Card Fee		\$ 25.00	per instance	Cost for install of new door access reader starts at \$4,000. This includes access memory board, card reader, supplies, and labor for installation. Price can vary by project.
Door Access Installation		See Note	per installation	
Replacement Card		\$ 35.00	per card	Rental fee plus 3% of CarolinaCash sales during usage.
Turbo/Attendance Rental		\$ 100.00	per event	
Vendor Fee 3% CarolinaCard sales		See Note	3% of Carolina Cash sales	Plus any charges for equipment and wiring associated with using the CarolinaCard.
Notary Fee		\$ 5.00	per use	Fee for Notary services provided by office employees.

Notes:

Affiliate: external party not sponsored by USC group

FY25 User Fees

Description	Group Specific	FY2024-2025 Charge	Frequency	Note
CL014-DIVISION OF INFORMATION TECHNOLOGY				
DoIT				
Campus IT Assessment Aiken		\$	4.60 per month per FTE	
Campus IT Assessment Beaufort		\$	4.60 per month per FTE	
Campus IT Assessment Lancaster		\$	4.60 per month per FTE	
Campus IT Assessment Salkehatchie		\$	4.60 per month per FTE	
Campus IT Assessment Sumter		\$	4.60 per month per FTE	
Campus IT Assessment Union		\$	4.60 per month per FTE	
Campus IT Assessment Upstate		\$	4.60 per month per FTE	
Classroom Studio		\$	75.00 hourly	For all campuses
Digital Signage		\$	25.00 per month	Rate applies to all campuses
EC500 License Fee		\$	50.00 one time	Columbia only
Gamecock Cable Subscription Rate		\$	25.00 per month	Applies to all campuses. NLA Oct. 1, 2021
Cable Streaming Service		\$	180.00 per year per user	Effective Oct. 1, 2021
Labor-Specialized		\$	125.00 per hour	This system-wide blended rate is for highly specialized IT services, which require unique technical skills. Some examples of these services are software development, database administration and support, software application administration and support.
Training/Meeting Facilities Hourly Rental		\$	50.00 per hour	
DoIT General Labor Rate		\$	75.00 per hour	(1 hr minimum)
DoIT Inventory			See Note	material cost + freight/taxes+10% For all campuses
Windows Web Hosting Site plus MS SQL		\$	50.00 per month	
File Share Management		\$	25.00 per month	Optional monthly recurring flat fee for management services by the Division of IT for the Amazon FSx environment.
DoIT Mainframe				
Data Entry		\$	20.00 per hour	
Microfiche		\$	0.35 per fiche (copy) and 1.35 per fiche (original)	
Scanning		\$	0.05 per sheet	\$5.00 minimum

FY25 User Fees

Description	Group Specific	FY2024-2025 Charge	Frequency	Note
CL014-DIVISION OF INFORMATION TECHNOLOGY				
DoIT Service Level Agreements				
SharePoint Hosting-Standard File Services SLA		\$ 100.00	per month	
		Charges to be directly billed to units receiving services to minimize billing.	per GB per month	
Tier 1 Standard Storage		\$ 0.10	per GB	Rate assessed when storage limits of Server SLA allotments are exceeded. Amount varies based on size and access
Virtual Desktop Infrastructure (Advanced)		Charges to be directly billed to units receiving services to minimize billing.	per month	
Virtual Desktop Infrastructure (Basic)		\$ 35.00	per month	
Virtual Servers (Custom)		New rates per DartPoints Schedule	per month	
DartPoints Platform Fee		\$ 98.48	per month	\$98.48 monthly Platform Fee to support the infrastructure necessary to support virtual devices.
DartPoints DR VPU		\$ 6.49	per month, per processor	\$6.49 monthly fee for each processor provisioned to run virtual devices.
DartPoints DR RAM		\$ 5.51	per month, per GB	\$5.51 monthly fee for each gigabyte of RAM provisioned for virtual devices.
DartPoints DR DISK		\$ 0.14	per month, per GB	\$0.14 monthly fee for each gigabyte of virtual hard drive space provisioned for data storage.
Backup Service Only 100GB - 200 GB		\$ 90.00	per month	
Backup Service Only 100GB or less		\$ 50.00	per month	
Backup Service Only 200GB - 300 GB		\$ 140.00	per month	
Backup Service Only Greater than 300 GB		\$ 140.00	plus \$7.50 for each incremental 100GB	
Desktop Support- Service Level Agreement (Advanced)		\$ 40.00	per FTE per month	Advanced desktop support service level agreements allows for multiple devices to be supported up to a maximum of five (5) devices. In addition, some departments use non-standard equipment (example, personal purchased equipment) that require additional work.
Desktop Support-Service Level Agreement (Basic)		\$ 25.00	per employee per month	
Desktop Support-Service Level Agreement (Lab)		\$ 12.50	per lab desktop per month	
Virtual Server		\$ 106.00	per server per month	Virtual Server (Base) \$100/server/month operating systems installation, configuration, patching, upgrades, virus protection and 24/7 operating system monitoring and normal business hour support M-F; Virtual Central Processor Unit (VCPU) \$5/VCPU/month base
SharePoint Hosting-Enterprise		\$ 210.00	per month	
SharePoint Hosting-Grandfather		\$ 45.00	per month	
SharePoint Hosting-Secure		\$ 480.00	per month	
Colocation Full Rack		\$ 2,000.00	per year	
Colocation Shared Rack		\$ 50.00	per year, per rack	

FY25 User Fees

Description	Group Specific	FY2024-2025 Charge	Frequency	Note
CL014-DIVISION OF INFORMATION TECHNOLOGY				
DoIT Telephone and Network Services				
Enhanced Monthly Telephone Service		\$	34.00 per month	University Telephone user fees remain in place for all Agency Fund activities. Other University units will be charged on a per FTE basis as of FY2012.
Enhanced Voice Mail - Monthly Charge		See Note	per month	
Fax/Modem		\$	19.00 per month	Price varies with mailbox class of service; University Telephone user fees remain in place for all Agency Fund activities. Other University units will be charged on a per FTE basis as of FY2012.
Network Services-Consolidated rate for network and telecommunication services		\$	41.00 per FTE per month	
Telephone Conference Services		\$	0.10 minute/person	Rate applies to Columbia campus only; Fee Structure includes the following services: Telecommunications Long Distance, Voice Mail (Basic), Campus services: Local and Security and Safety Technology, Emergency Call Boxes, Fire Alarms, Security Alarms, Network Common Services - Consolidated rate for network and telecommunications
Telephone Installation - Basic		\$	160.00	
Telephone Installation - Enhanced		\$	220.00	
Telephone Installation - Upgrade from basic to enhanced services		\$	80.00	
Administrative Long Distance		\$	0.05 per minute	
Basic Monthly Telephone Service		\$	19.00 per month	
Conference Bridge		\$	70.00 per year	University Telephone user fees remain in place for all Agency Fund activities. Other University units will be charged on a per FTE basis as of FY2012.
				University Telephone user fees remain in place for all Agency Fund activities. Other University units will be charged on a per FTE basis as of FY2012.
				This is a University owned product allows for a dedicated Conference Bridge with 50 available participants. This service includes Web Collaboration and negates having to setup Ad Hoc conference bridging that is charged \$18.75 per use for setup.

Notes:

Affiliate: external party not sponsored by USC group

FY25 User Fees

Description	Group Specific	FY2024-2025 Charge	Frequency	Note
CL016-HUMAN RESOURCES				
Floater Pool Services				
Floater Pool Services-Rates-Tier 1		\$	25.00 per hour	per agreed upon hourly rate
Floater Pool Services-Rates-Tier 2		\$	27.50 per hour	per agreed upon hourly rate
Floater Pool Services-Rates-Tier 3		\$	30.00 per hour	per agreed upon hourly rate
Floater Pool Services-Rates-Custom			See Note	per agreed upon hourly rate
Organizational and Professional Development Services				
½ Day Workshop		\$	200.00 per half day	Option to charge fee for specialized workshops if requested by USC unit.
Customized Training Programs		\$	75.00 per hour	estimates for training available
Consultation with Facilitation/Intervention		\$	50.00 per hour	
Formal Coaching Agreement		\$	50.00 per hour	
Full Day Workshop		\$	400.00 per day	Option to charge fee for specialized workshops if requested by USC unit.
Leadership Development Programs		\$	750.00 per day	
Emerging Leaders Program (ELP)		\$	700.00 per employee	Leadership Development Program
Pipeline for Academy Leaders (PAL)		\$	750.00 per employee	Leadership Development Program
Self Mastery Workshop		\$	100.00 per employee	"Managing Yourself: A Journey to Self-Mastery" is a three-part workshop available to non-supervisory employees. Self-mastery is the ability to take control of your life and begins with developing self-awareness. This workshop teaches the participant how to recognize and understand their thought process, habits, and behaviors and the way they choose to interact within the world, at work, and in their personal life.
Administrative Professionals Conference		\$	90.00 per employee	OPD coordinates an Administrative Professionals Conference at \$90.00 per participant.
Use of Large Training Room ½ Day		\$	50.00 per half day	Half day is 0-4 hours
Use of Large Training Room Full Day		\$	100.00 per day	Full day is 4.1-7 hours
Use of Small Training Room ½ Day		\$	40.00 per half day	Half day is 0-4 hours
Use of Small Training Room Full Day		\$	80.00 per day	Full day is 4.1-7 hours

Notes:

Affiliate: external party not sponsored by USC group

FY25 User Fees

Description	Group Specific	FY2024-2025 Charge	Frequency	Note
CL020-SUMMER, EVENING, & NON-DEGREE PROGRAMS				
Continuing Education & Conferences (Close-Hipp Building)				
Barringer House	Student Group	\$	200.00	for half day (up to 6 hours)
Barringer House	Student Group	\$	325.00	for full day (over 6 hours)
Barringer House	University Department	\$	250.00	for half day (up to 6 hours)
Barringer House	University Department	\$	425.00	for full day (over 6 hours)
Barringer House	State Agency / Non-Profit	\$	300.00	for half day (up to 6 hrs)
Barringer House	State Agency / Non-Profit	\$	575.00	for full day (over 6 hrs)
Barringer House	Corporate / Other	\$	400.00	for half day (up to 6 hrs)
Barringer House	Corporate / Other	\$	675.00	for full day (over 6 hrs)
Finlay Gardens	Student Group	\$	200.00	for half day (up to 6 hours)
Finlay Gardens	Student Group	\$	325.00	for full day (over 6 hours)
Finlay Gardens	University Department	\$	250.00	for half day (up to 6 hours)
Finlay Gardens	University Department	\$	425.00	for full day (over 6 hours)
Finlay Gardens	State Agency / Non-Profit	\$	300.00	for half day (up to 6 hrs)
Finlay Gardens	State Agency / Non-Profit	\$	575.00	for full day (over 6 hrs)
Finlay Gardens	Corporate / Other	\$	400.00	for half day (up to 6 hrs)
Finlay Gardens	Corporate / Other	\$	675.00	for full day (over 6 hrs)
Board Room #838 (fixed seating; capacity- 12)	University Department	\$	50.00	for half day (up to 6 hours)
Board Room #838 (fixed seating; capacity- 12)	University Department	\$	100.00	for full day (over 6 hours)
Board Room #838 (fixed seating; capacity- 12)	State Agency / Non-Profit	\$	100.00	for half day (up to 6 hrs)
Board Room #838 (fixed seating; capacity- 12)	State Agency / Non-Profit	\$	150.00	for full day (over 6 hrs)
Board Room #838 (fixed seating; capacity- 12)	Corporate / Other	\$	150.00	for half day (up to 6 hrs)
Board Room #838 (fixed seating; capacity- 12)	Corporate / Other	\$	200.00	for full day (over 6 hrs)
Conf Room #829 (multi-purpose; capacity- 50)	University Department	\$	200.00	for half day (up to 6 hours)
Conf Room #829 (multi-purpose; capacity- 50)	University Department	\$	400.00	for full day (over 6 hours)
Conf Room #829 (multi-purpose; capacity- 50)	State Agency / Non-Profit	\$	250.00	for half day (up to 6 hrs)
Conf Room #829 (multi-purpose; capacity- 50)	State Agency / Non-Profit	\$	500.00	for full day (over 6 hrs)
Conf Room #829 (multi-purpose; capacity- 50)	Corporate / Other	\$	300.00	for half day (up to 6 hrs)
Conf Room #829 (multi-purpose; capacity- 50)	Corporate / Other	\$	600.00	for full day (over 6 hrs)
Conf Room #836 (movable; capacity- 32)	University Department	\$	100.00	for half day (up to 6 hours)
Conf Room #836 (movable; capacity- 32)	University Department	\$	200.00	for full day (over 6 hours)
Conf Room #836 (movable; capacity- 32)	State Agency / Non-Profit	\$	175.00	for half day (up to 6 hrs)
Conf Room #836 (movable; capacity- 32)	State Agency / Non-Profit	\$	350.00	for full day (over 6 hrs)
Conf Room #836 (movable; capacity- 32)	Corporate / Other	\$	250.00	for half day (up to 6 hrs)
Conf Room #836 (movable; capacity- 32)	Corporate / Other	\$	500.00	for full day (over 6 hrs)
Conf Room #837 (movable; capacity- 30)	University Department	\$	100.00	for half day (up to 6 hours)
Conf Room #837 (movable; capacity- 30)	University Department	\$	200.00	for full day (over 6 hours)
Conf Room #837 (movable; capacity- 30)	State Agency / Non-Profit	\$	175.00	for half day (up to 6 hrs)
Conf Room #837 (movable; capacity- 30)	State Agency / Non-Profit	\$	350.00	for full day (over 6 hrs)
Conf Room #837 (movable; capacity- 30)	Corporate / Other	\$	250.00	for half day (up to 6 hrs)
Conf Room #837 (movable; capacity- 30)	Corporate / Other	\$	500.00	for full day (over 6 hrs)
Conf Room #839 (fixed seating; capacity- 65)	University Department	\$	150.00	for half day (up to 6 hours)
Conf Room #839 (fixed seating; capacity- 65)	University Department	\$	300.00	for full day (over 6 hours)
Conf Room #839 (fixed seating; capacity- 65)	State Agency / Non-Profit	\$	225.00	for half day (up to 6 hrs)
Conf Room #839 (fixed seating; capacity- 65)	State Agency / Non-Profit	\$	450.00	for full day (over 6 hrs)
Conf Room #839 (fixed seating; capacity- 65)	Corporate / Other	\$	300.00	for half day (up to 6 hrs)
Conf Room #839 (fixed seating; capacity- 65)	Corporate / Other	\$	600.00	for full day (over 6 hrs)

FY25 User Fees

Description	Group Specific	FY2024-2025 Charge	Frequency	Note
CL.020-SUMMER, EVENING, & NON-DEGREE PROGRAMS				
Conf Room #840 (fixed seating; capacity- 65)	University Department	\$	150.00 for half day (up to 6 hours)	
Conf Room #840 (fixed seating; capacity- 65)	University Department	\$	300.00 for full day (over 6 hours)	
Conf Room #840 (fixed seating; capacity- 65)	State Agency / Non-Profit	\$	225.00 for half day (up to 6 hrs)	
Conf Room #840 (fixed seating; capacity- 65)	State Agency / Non-Profit	\$	450.00 for full day (over 6 hrs)	
Conf Room #840 (fixed seating; capacity- 65)	Corporate / Other	\$	300.00 for half day (up to 6 hrs)	
Conf Room #840 (fixed seating; capacity- 65)	Corporate / Other	\$	500.00 for full day (over 6 hrs)	
Conf Room #841 (multi-purpose; capacity- 50)	University Department	\$	200.00 for half day (up to 6 hours)	
Conf Room #841 (multi-purpose; capacity- 50)	University Department	\$	400.00 for full day (over 6 hours)	
Conf Room #841 (multi-purpose; capacity- 50)	State Agency / Non-Profit	\$	250.00 for half day (up to 6 hrs)	
Conf Room #841 (multi-purpose; capacity- 50)	State Agency / Non-Profit	\$	500.00 for full day (over 6 hrs)	
Conf Room #841 (multi-purpose; capacity- 50)	Corporate / Other	\$	300.00 for half day (up to 6 hrs)	
Conf Room #841 (multi-purpose; capacity- 50)	Corporate / Other	\$	600.00 for full day (over 6 hrs)	
Dining Area (campus view; capacity- varies)	University Department	\$	150.00 for half day (up to 6 hours)	
Dining Area (campus view; capacity- varies)	University Department	\$	300.00 for full day (over 6 hours)	
Dining Area (campus view; capacity- varies)	State Agency / Non-Profit	\$	225.00 for half day (up to 6 hrs)	
Dining Area (campus view; capacity- varies)	State Agency / Non-Profit	\$	450.00 for full day (over 6 hrs)	
Dining Area (campus view; capacity- varies)	Corporate / Other	\$	300.00 for half day (up to 6 hrs)	
Dining Area (campus view; capacity- varies)	Corporate / Other	\$	600.00 for full day (over 6 hrs)	
Lumpkin Auditorium (fixed seating; capacity- 150)	University Department	\$	250.00 for half day (up to 6 hours)	
Lumpkin Auditorium (fixed seating; capacity- 150)	University Department	\$	500.00 for full day (over 6 hours)	
Lumpkin Auditorium (fixed seating; capacity- 150)	State Agency / Non-Profit	\$	325.00 for half day (up to 6 hrs)	
Lumpkin Auditorium (fixed seating; capacity- 150)	State Agency / Non-Profit	\$	650.00 for full day (over 6 hrs)	
Lumpkin Auditorium (fixed seating; capacity- 150)	Corporate / Other	\$	400.00 for half day (up to 6 hrs)	
Lumpkin Auditorium (fixed seating; capacity- 150)	Corporate / Other	\$	800.00 for full day (over 6 hrs)	
Reception area (suite lobby; capacity- varies)	University Department	\$	150.00 for half day (up to 6 hours)	
Reception area (suite lobby; capacity- varies)	University Department	\$	300.00 for full day (over 6 hours)	
Reception area (suite lobby; capacity- varies)	State Agency / Non-Profit	\$	225.00 for half day (up to 6 hrs)	
Reception area (suite lobby; capacity- varies)	State Agency / Non-Profit	\$	450.00 for full day (over 6 hrs)	
Reception area (suite lobby; capacity- varies)	Corporate / Other	\$	300.00 for half day (up to 6 hrs)	
Reception area (suite lobby; capacity- varies)	Corporate / Other	\$	600.00 for full day (over 6 hrs)	
Cocktail Table		\$	8.00 per use	
Table (round or rectangle)		\$	8.00 per use	
Tablecloth		\$	15.00 per use	
University Conference Center Staffing Fee		\$	25.00 per hour	Rentals within 8:30 a.m. - 5 p.m., Monday - Friday
University Conference Center Staffing Fee		\$	50.00 per hour	Rentals beyond 8:30 a.m. - 5 p.m., Monday - Friday

Notes:

Affiliate: external party not sponsored by USC group

FY25 User Fees

Description	Group Specific	FY2024-2025 Charge	Frequency	Note
CL029-UNIVERSITY LIBRARIES				
University Libraries				
Charge for black and white copies or printed pages		\$	0.25 per copy or print	Also includes Music Library
Color Copy or Print		\$	0.50 per copy or print	
Special Collections Photocopying Fee		\$	0.35 per page	Photocopying is \$.35 per page up to 50 pages. After 50 pages, charges are by hour.
Special Collections Photocopying Fee		\$	50.00 per hour	First hour is free. Hours after that are charged at \$50 an
Hollings Program Room	Non-USC	\$	2,750.00 per 3 hr event; after hours M-F	
Hollings Program Room	USC	\$	1,100.00 per 3 hr event; after hours M-F	
Hollings Program Room	Non-USC	\$	750.00 per 3 hr event; regular business hours	
Hollings Program Room	USC	\$	375.00 per 3 hr event; regular business hours	
Hollings Program Room	Non-USC	\$	6,000.00 per 3 hr event; weekends	
Hollings Program Room	USC	\$	5,750.00 per 3 hr event; weekends	
Hollings Seminar Room	Non-USC	\$	1,750.00 per 3 hr event; after hours M-F	
Hollings Seminar Room	USC	\$	1,075.00 per 3 hr event; after hours M-F	
Hollings Seminar Room	Non-USC	\$	270.00 per 3 hr event; regular business hours	
Hollings Seminar Room	USC	\$	110.00 per 3 hr event; regular business hours	
Hollings Seminar Room	Non-USC	\$	5,750.00 per 3 hr event; weekends	
Hollings Seminar Room	USC	\$	5,500.00 per 3 hr event; weekends	
Hollings Use of Portable Stage		\$	325.00 per rental	
Hollings Custodial Fee		\$	350.00 per event	
Hollings AV Fee		\$	275.00 per event	
Music Library, Lower Level		\$	1,000.00 per event	
Hollings Galleries	USC	\$	1,000.00 per 3 hr event; after hours M-F	
Hollings Galleries	Non-USC	\$	2,250.00 per 3 hr event; after hours M-F	
Hollings Galleries	USC	\$	500.00 per 3 hr event; regular business hours	
Hollings Galleries	Non-USC	\$	600.00 per 3 hr event; regular business hours	
Hollings Galleries	USC	\$	5,500.00 per 3 hr event; weekends	
Hollings Galleries	Non-USC	\$	5,750.00 per 3 hr event; weekends	

Notes:

Affiliate: external party not sponsored by USC group

FY25 User Fees

Description	Group Specific	FY2024-2025 Charge	Frequency	Note
CL034-PUBLIC HEALTH				
School of Public Health				
Audio and Video Production		\$	75.00 per hour	
Website and Database Development		\$	100.00 per hour	
Website and Database Hosting		\$	75.00 per month	
ASPH Research Group Use of Kitchen		\$	100.00 per hour	All research use of the kitchen: Consult with Kitchen Director for availability, then request approval from Associate Dean for Research in consultation with Kitchen
Evaluation Services		\$	75.00 per hour	
Senior Level Evaluation Consultation		\$	125.00 per hour	
Facilitation Services		\$	75.00 per hour	
Kitchen Rental Rate Classes + Demonstrations (non-research)		\$	100.00 per hour	
Planning and Evaluation: General Labor Rate		\$	75.00 per hour	one hour minimum
Planning and Evaluation: Data Entry		\$	30.00 per hour	
Planning and Evaluation: Document Scanning		\$	0.05 per page	

Notes:

Affiliate: external party not sponsored by USC group

FY25 User Fees

Description	Group Specific	FY2024-2025 Charge	Frequency	Note
CL037-HOSPITALITY RETAIL & SPORTS MANAGEMENT				
Hospitality Retail & Sports Management				
Classroom 801A (seats 75)	Student Group	\$	225.00 per day	Available M-F 8am to 5pm only.
Classroom 801A (seats 75)	University Department	\$	450.00 per day	Available M-F 8am to 5pm only.
Classroom 801A (seats 75)	External Party or USC Affiliate	\$	600.00 per day	Available M-F 8am to 5pm only.
Classroom 828 (seats 64)	Student Group	\$	225.00 per day	Available M-F 8am to 5pm only.
Classroom 828 (seats 64)	University Department	\$	450.00 per day	Available M-F 8am to 5pm only.
Classroom 828 (seats 64)	External Party or USC Affiliate	\$	600.00 per day	Available M-F 8am to 5pm only.
Darlington Event Space	Student Group	\$	250.00 per day	
Darlington Event Space	University Department	\$	500.00 per day	
Darlington Event Space	External Party or USC Affiliate	\$	750.00 per day	
Marriott Demo Kitchen/Classroom (seats 32)	Student Group	\$	500.00 per day	
Marriott Demo Kitchen/Classroom (seats 32)	University Department	\$	1,000.00 per day	
Marriott Demo Kitchen/Classroom (seats 32)	External Party or USC Affiliate	\$	2,000.00 per day	
Marriott Lab Kitchen (10 stations/ 20 people)	Student Group	\$	500.00 per day	
Marriott Lab Kitchen (10 stations/ 20 people)	University Department	\$	1,000.00 per day	
Marriott Lab Kitchen (10 stations/ 20 people)	External Party or USC Affiliate	\$	2,000.00 per day	

Notes:

Affiliate: external party not sponsored by USC group

FY25 User Fees

Description	Group Specific	FY2024-2025 Charge	Frequency	Note
CL043-LAW SCHOOL				
Law School				
Karen Williams Courtroom Space fee	USC	\$ 400.00	per half day; M-F 8:30 - 5:00	
Karen Williams Courtroom Space fee	External Party or USC Affiliate	\$ 750.00	per half day; M-F 8:30am - 5:00pm	
Law School Classroom Space fee	USC	\$ 75.00	per half day; M-F 8:30 - 5:00	
Law School Classroom Space fee	External Party or USC Affiliate	\$ 275.00	per half day; M-F 8:30am - 5:00pm	
Law School Perrin Room	USC	\$ 250.00	per half day	
Law School Perrin Room	External Party or USC Affiliate	\$ 500.00	per half day	
Academic Technology fee		\$ 125.00	per use	
Administrative fee		\$ 250.00	per use	
Chair Event Set-up/Tear-Down fee	USC	\$ 3.00	per chair per event	
Chair Event Set-up/Tear-Down fee	External Party or USC Affiliate	\$ 5.00	per chair per event	
Academic Technology additional support fee		\$ 75.00	per 30 minutes of support	
Table Event Set-up/Tear-Down fee	USC	\$ 10.00	per table per event	
Table Event Set-up/Tear-Down fee	External Party or USC Affiliate	\$ 15.00	per table per event	
Linen Rental Fee		\$ 20.00	per occurrence	
Setup Late Change fee		\$ 100.00	per occurrence	
Stanchion Rental fee		\$ 10.00	per occurrence	
Full Room Setup Fee		\$ 500.00	per occurrence	
Partial Room Setup Fee		\$ 300.00	per occurrence	
Conference Room Space, work day	USC	\$ 100.00	per half day; M-F 8:30am - 5:00pm	For use after hours and during weekends, a higher charge will be in effect.
Conference Room Space, work day	External Party or USC Affiliate	\$ 350.00	per half day; M-F 8:30am - 5:00pm	For use after hours and during weekends, a higher charge will be in effect.
Conference Room Space, after hours	USC	\$ 200.00	per half day	For use during evenings and weekends.
Conference Room Space, after hours	External Party or USC Affiliate	\$ 450.00	per half day	For use during evenings and weekends.
Perrin Room, after hours	USC	\$ 350.00	per half day	
Perrin Room, after hours	External Party or USC Affiliate	\$ 500.00	per half day	
Karen Williams Courtroom, after hours	USC	\$ 500.00	per half day	
Karen Williams Courtroom, after hours	External Party or USC Affiliate	\$ 850.00	per half day	
Taylor House Room Space (excluding patios), work day	USC	\$ 500.00	per half day; M-F 8:30am - 5:00pm	For use after hours and during weekends, a higher charge will be in effect.
Taylor House Room Space (excluding patios), work day	External Party or USC Affiliate	\$ 750.00	per half day; M-F 8:30am - 5:00pm	For use after hours and during weekends, a higher charge will be in effect.
Taylor House Room Space (excluding patios), after hours	USC	\$ 800.00	per half day	For use during evenings and weekends.
Taylor House Room Space (excluding patios), after hours	External Party or USC Affiliate	\$ 1,000.00	per half day	For use during evenings and weekends.

Notes:

Affiliate: external party not sponsored by USC group

FY25 User Fees

Description	Group Specific	FY2024-2025 Charge	Frequency	Note
CL044-COLLEGE OF SOCIAL WORK				
College of Social Work				
Room Reservation fee		\$	150.00	as requested
CL061 - INSTITUTE FOR FAMILIES IN SOCIETY				
Institute for Families in Society				
COE Evaluation and Consultation Activities		\$	100.00	per hour
Data Analysis Activities		\$	65.00	per hour
Data Entry Activities		\$	40.00	per hour
Data Research Activities		\$	75.00	per hour
Geographic information system Activities		\$	50.00	per hour
IHP Evaluation and Consultation Activities		\$	80.00	per hour
Information Technology Activities		\$	60.00	per hour
Maternal and Child Health Evaluation Activities		\$	50.00	per hour
Statistic and Analytic Activities		\$	60.00	per hour

Notes:

Affiliate: external party not sponsored by USC group

FY25 User Fees

Description	Group Specific	FY2024-2025 Charge	Frequency	Note
CL068-FACILITY SERVICES				
Custodial Services				
Custodial (overtime)		\$ 40.00	per hour overtime	
Custodial (weekday)		\$ 26.00	per hour weekday	
Dumpster Pickups & Pulls				
2 yard		\$ 20.00	per container & month	
2 yard		\$ 13.00	per container & pickup	
2 yard compactor		\$ 120.00	per container & month	
2 yard compactor		\$ 22.00	per container & pickup	
3 yard VPI		\$ 161.00	per container & month	
3 yard VPI		\$ 31.00	per container & pickup	
30, 35, 40 yard		\$ 63.00	per container & month	
30, 35, 40 yard		\$ 15.75	per container & per week	
30, 35, 40 yard per pull		\$ 189.00	per container	\$70-\$80 per pull
6 yard VPI		\$ 161.00	per container & month	
6 yard VPI		\$ 46.00	per container & pickup	
8 yard		\$ 28.00	per container & month	
8 yard		\$ 22.00	per container & pickup	
8 yard Encl		\$ 28.00	per container & month	
8 yard Encl		\$ 26.00	per container & pickup	
8 yard VPI		\$ 169.00	per container & month	
8 yard VPI		\$ 42.00	per container & pickup	
16 yard roll off		\$ 33.00	per pull	
Facilities Recycling				
2 Yard Cardboard		\$ 5.25	per pickup	
2 Yard Cardboard Rental		\$ 15.75	per month	
8 Yard Cardboard		\$ 8.50	per pickup	
8 Yard Cardboard Rental		\$ 22.00	per month	
Blue Recycle Roll cart Fee		\$ 3.25	per month	
Facilities Services Equipment Rental				
Air Compressor		\$ 300.00	daily	Plus the cost of man hours to operate
Air Compressor		\$ 50.00	hourly	
Backhoe/Loader		\$ 300.00	daily	Plus the cost for driver hours and fuel used.
Backhoe/Loader		\$ 30.00	hourly	Plus the cost for driver hours and fuel used.
Bucket Truck		\$ 300.00	daily	Plus the cost for driver hours and fuel used.
Bucket Truck		\$ 50.00	hourly	Plus the cost for driver hours and fuel used.
CD Truck		\$ 300.00	daily	Plus the cost for driver hours and fuel used.
CD Truck		\$ 50.00	hourly	Plus the cost for driver hours and fuel used.
Chairs		\$ 1.05	daily	Plus the cost of man hours and set-up and breakdown.
Chairs		\$ 4.25	weekly	Plus the cost of man hours and set-up and breakdown.
Dump Truck		\$ 300.00	daily	Plus the cost for driver hours and fuel used.
Dump Truck		\$ 50.00	hourly	Plus the cost for driver hours and fuel used.
Electric Lift		\$ 300.00	daily	Plus the cost of man hours to operate.
Electric Lift		\$ 50.00	hourly	
Emergency Generators 10 KW 60 KW		\$ 250.00	daily	Plus fuel used
Emergency Generators - 10kw - 60kw - Weekly Rental		\$ 1,000.00	weekly	
Emergency Generators - less than 10kw -		\$ 400.00	weekly	

FY25 User Fees

Description	Group Specific	FY2024-2025 Charge	Frequency	Note
CL068-FACILITY SERVICES				
Weekly Rental				
Emergency Generators less than 10 KW		\$	100.00 daily	Plus fuel used
Pick-up Truck		\$	120.00 daily	Plus the cost for driver hours and fuel used.
Pick-up Truck		\$	20.00 hourly	
Plastic Trash Cans		\$	1.00 daily	
Plastic Trash Cans		\$	4.00 weekly	Plus the cost of man hours to deliver and set-up.
Platforms		\$	25.00 daily	
Platforms - Weekly Rental		\$	100.00 weekly	
Podium Large Daily Rental		\$	105.00 daily	
Podiums		\$	5.25 daily	
Podiums		\$	21.00 weekly	
Pressure Washer System		\$	150.00 daily	Plus the cost for driver hours and fuel used.
Pressure Washer System		\$	25.00 hourly	
Recycling Bins (Roll Carts)		\$	1.00 daily	
Recycling Bins (Roll Carts)		\$	4.00 weekly	Plus the cost of man hours to deliver and pick up
Skid Steer Loader		\$	300.00 daily	Plus the cost for driver hours and fuel used.
Skid Steer Loader		\$	50.00 hourly	Plus the cost for driver hours and fuel used.
Stages		\$	50.00 daily	Plus the cost of man hours to set-up and breakdown.
Stages - Weekly Rental		\$	200.00 weekly	
Sweeper Truck		\$	180.00 daily	Plus the cost for driver hours and fuel used.
Sweeper Truck		\$	30.00 hourly	Plus the cost for driver hours and fuel used.
Tables		\$	5.25 daily	Plus the cost of man hours to set-up and breakdown.
Tables		\$	21.00 weekly	Plus the cost of man hours to set-up and breakdown.
Track Hoe		\$	300.00 daily	Plus the cost for driver hours and fuel used.
Track Hoe		\$	50.00 hourly	
Trac-Vac		\$	90.00 daily	Plus the cost for driver hours and fuel used.
Trac-Vac		\$	15.00 hourly	
Welder		\$	240.00 daily	Plus fuel used and the cost of man hours to operate.
Welder		\$	40.00 hourly	Plus fuel used
Maintenance and Building Modification Services				
Brick Masons (overtime)		\$	55.00 per hour	
Brick Masons (weekday)		\$	40.00 per hour	
Building Maintenance (overtime)		\$	55.00 per hour	
Building Maintenance (weekday)		\$	40.00 per hour	
Building Modification - Estimator Services (overtime)		\$	87.00 per hour	
Building Modification - Estimator Services (weekday)		\$	58.00 per hour	
Carpentry Renovations (overtime)		\$	55.00 per hour	
Carpentry Renovations (weekday)		\$	40.00 per hour	
Electrical (overtime)		\$	67.00 per hour	
Electrical (weekday)		\$	45.00 per hour	
Electrical Distribution Service (overtime)		\$	76.00 per hour	
Electrical Distribution Service (weekday)		\$	51.00 per hour	
Electrical Renovations (overtime)		\$	55.00 per hour	
Electrical Renovations (weekday)		\$	40.00 per hour	
Elevators (overtime)		\$	79.00 per hour	
Elevators (weekday)		\$	53.00 per hour	
EMS Maintenance (overtime)		\$	61.00 per hour	

FY25 User Fees

Description	Group Specific	FY2024-2025 Charge	Frequency	Note
CL068-FACILITY SERVICES				
EMS Maintenance (weekday)		\$	45.00 per hour	
Grounds (overtime)		\$	45.00 per hour	
Grounds (weekday)		\$	30.00 per hour	
Hazardous Material (overtime)		\$	50.00 per hour	
Hazardous Material (weekday)		\$	36.00 per hour	
Key Shop		\$	5.00 per key	
Key Shop (overtime)		\$	58.00 per hour	
Key Shop (weekday)		\$	42.00 per hour	
Moving (overtime)		\$	50.00 per hour	
Moving (weekday)		\$	36.00 per hour	
Operations & Maintenance Project Management		\$	60.00 per hour	
Painters (overtime)		\$	56.00 per hour	Does not include materials, equipment or contract labor if required.
Painters (weekday)		\$	37.00 per hour	Does not include materials, equipment or contract labor if required.
Pest Control (overtime)		\$	61.00 per hour	
Pest Control (weekday)		\$	41.00 per hour	
Plumbing (overtime)		\$	58.00 per hour	
Plumbing (weekday)		\$	42.00 per hour	
Project Design Services (in house staff)		\$	60.00 per hour	
Project Management Services		\$	60.00 per hour	
Repair Shop (overtime)		\$	53.00 per hour	
Repair Shop (weekday)		\$	38.00 per hour	
Roofing Services (overtime)		\$	60.00 per hour	
Roofing Services (weekday)		\$	40.00 per hour	
Steam Distribution (overtime)		\$	58.00 per hour	
Steam Distribution (weekday)		\$	42.00 per hour	
Waste Management & Recycling Services (overtime)		\$	53.00 per hour	
Waste Management & Recycling Services (weekday)		\$	35.00 per hour	
Welding (overtime)		\$	55.00 per hour	
Welding (weekday)		\$	40.00 per hour	

Notes:

Affiliate: external party not sponsored by USC group

FY25 User Fees

Description	Group Specific	FY2024-2025 Charge	Frequency	Note
CL070-INFORMATION & COMMUNICATIONS				
School of Journalism and Mass Communications				
Studio Technician Fee		\$	85.00 per hour/ per technician	
Deans Conference Room	Non-USC	\$	150.00 per 3 hour event	615 sq.ft.
Facility Set Up/Clean Up Fee		\$	150.00 per event	Only charged if a special studio setup is requested prior to arrival or if the studio requires cleaning after event.
Greenhouse Studio Rental	Non-USC	\$	75.00 per hour	Client to provide all studio equipment needed for production. Two hour minimum.
Greenhouse Studio Rental	USC	\$	55.00 per hour	Client to provide all studio equipment needed for production. Two hour minimum.
Greenhouse Studio Rental	Non-USC	\$	585.00 per hour	Includes use of all studio equipment and control room. Two hour minimum.
Greenhouse Studio Rental	USC	\$	410.00 per hour	Includes use of all studio equipment and control room. Two hour minimum.
Greenhouse Additional Charges		Cost + 10%	per use	
Greenhouse Cancellation Fee		See Note	per event	Cancellations made 48 hours or less before an appointment may be subject to a charge of half the rental fee.
Live Broadcast Fee		See Note	per event	Live broadcast rates are set by third party vendor and vary based on a variety of factors. Call for quote.
Multimedia Room	Non-USC	\$	350.00 per 3 hour event; regular working hours	1744 sq.ft.
Multimedia Room	USC	\$	200.00 per 3 hour event; regular working hours	1744 sq.ft.
Multimedia Room	Non-USC	\$	500.00 per event; after hours	M-F 5:00 pm - 9:00 pm, Sat/Sun 8:30 am - 9:00 pm; 1744
Multimedia Room	USC	\$	350.00 per event; after hours	M-F 5:00 pm - 9:00 pm, Sat/Sun 8:30 am - 9:00 pm; 1744
Rooftop Garden	Non-USC	\$	500.00 per event; after hours	5:00 pm - 9:00 pm; 493 sq.ft.
Rooftop Garden	USC	\$	350.00 per event; after hours	5:00 pm - 9:00 pm; 493 sq.ft.
Technology Support Fee		\$	75.00 per 30 minutes of support	
Biometrics Lab Basic Research Package:				
Up to 50 Participants	Student Group/ USC/ Non-USC	\$500/ \$1,500/ \$2,000		
50 - 100 Participants	Student Group/ USC/ Non-USC	\$750/ \$2,000/ \$2,500		
100 - 250 Participants	Student Group/ USC/ Non-USC	\$1,000/ \$2,500/ \$3,000		
250 - 500 Participants	Student Group/ USC/ Non-USC	\$1,500/ \$5,000/ \$6,000		
Over 500 Participants		Call for quote		

FY25 User Fees

Description	Group Specific	FY2024-2025 Charge	Frequency	Note
CL070-INFORMATION & COMMUNICATIONS				
Biometrics Lab Premium Research Package:				
Up to 50 Participants	Student Group/ USC/ Non-USC	\$1,000/ \$3,000/ \$4,000		
50 - 100 Participants	Student Group/ USC/ Non-USC	\$1,500/ \$4,000/ \$5,000		
100 - 250 Participants	Student Group/ USC/ Non-USC	\$2,000/ \$5,000/ \$6,000		
250 - 500 Participants	Student Group/ USC/ Non-USC	\$3,000/ \$10,000/ \$12,000		
Over 500 Participants		Call for quote		

Notes:

Affiliate: external party not sponsored by USC group

FY25 User Fees

Description	Group Specific	FY2024-2025 Charge	Frequency	Note
CL078-UNIVERSITY COMMUNICATIONS				
Printing Services				
Copier/Printer Administrative Fee		\$ 45.00	Per device per month	Monthly admin fee per device
Print Management		\$ 3.00	Per device per month	Fee applies to desktop printers
Student Printing Services - 8.5 x 11 Black Print		\$ 0.15	Per Side	
Student Printing Services - 11 x 17 Black Print		\$ 0.30	Per Side	
Student Printing Services - 8.5 x 11 Color Print		\$ 0.50	Per Side	
Student Printing Services - 11 x 17 Color Print		\$ 1.00	Per Side	
Individual Print or Copy Orders		See Note		The cost associated with satisfying individual print and copy orders varies depending on volume, quality of material, time to produce, and technology used to satisfy the client's specific requirements. Estimates are provided upon request.
Photography				
Photography Fee		\$ 95.00	per hour	
University Communications				
Campus Partner Freelance Writing Service Rate		\$ 80.00	per hour	
Campus Partner Graphic Design Service Rate		\$ 80.00	per hour	
Campus Partner Marketing Strategy Service Rate		\$ 170.00	per hour	
Campus Partner Media Buying Service Rate		\$ 80.00	per hour	
Campus Partner Public Relations Service Rate		\$ 95.00	per hour	
Campus Partner Videography Service Rater		\$ 95.00	per hour	
Campus Partner Web and Digital Service Rates		\$ 95.00	per hour	
Web Communications				
Information Architecture		\$ 65.00	per hour	
Web Content		\$ 50.00	per hour	
Freedom of Information Act Requests				
Search and Retrieval of Records		\$ 25.00	per hour	
Redaction of Records		\$ 20.00	per hour	
Search and Retrieval of Emails or Texts		\$ 40.00	per hour	
Physical Hard Copies Printed		\$ 0.10	per page	
Mailing of Hard Copies		See Note		Actual cost of postage

Notes:

Affiliate: external party not sponsored by USC group

FY25 User Fees

Description	Group Specific	FY2024-2025 Charge	Frequency	Note
CL080-POSTAL SERVICES				
Post Office				
Passport Application Processing Fee		\$	35.00 each	
Passport Photograph Fee		\$	15.00 each	

Notes:

Affiliate: external party not sponsored by USC group

FY25 User Fees

Description	Group Specific	FY2024-2025 Charge	Frequency	Note
CL085-ENROLLMENT MANAGEMENT				
African American Studies Program				
Booker T. Washington Auditorium Rental	Student Groups	\$	400.00	per usage
Booker T. Washington Auditorium Rental	USC	\$	450.00	per usage
Booker T. Washington Auditorium Rental	External Party	\$	600.00	per usage, 7 hours
Booker T. Washington Auditorium Rental	External Party	\$	800.00	per usage, 7+ hours
Fannie Phelps Adams Room Rental		\$	100.00	per usage

Notes:

Affiliate: external party not sponsored by USC group

FY25 User Fees

Description	Group Specific	FY2024-2025 Charge	Frequency	Note
CL086-ACADEMIC SUPPORT SERVICES				
Student Success Center				
Student Success Center Supplemental Instruction Sections (USC Department)		\$ 1,750.00	per semester per section	
Student Success Center Tutor Fee		\$ 1,360.00	Fall, Spring per semester	

Notes:

Affiliate: external party not sponsored by USC group

FY25 User Fees

Description	Group Specific	FY2024-2025 Charge	Frequency	Note
CL087-UNIVERSITY HEALTH SERVICES				
University Health Services				
Camp/Summer Program Daily Health Fee		\$	4.25	per participant per day
UHS CHW 114 Conference Room	Student Group / University	\$	25.00	per hour (1 hour minimum)
	Department			
UHS CHW 114 Conference Room	External, USC Sponsored	\$	45.00	per hour (1 hour minimum)
UHS CHW room 215 Calm Oasis	External, USC Sponsored	\$	125.00	per hour (2 hour minimum)
UHS CHW room 215 Calm Oasis	Student Group / University	\$	100.00	per hour (2 hour minimum)
	Department			
UHS CHW room 217	External, USC Sponsored	\$	125.00	per hour (2 hour minimum)
UHS CHW room 217	Student Group / University	\$	100.00	per hour (2 hour minimum)
	Department			
UHS No Show or Cancellation (less than 24 hours notice)	Student Group / University	\$	100.00	per occurrence
	Department			
UHS Operations (setup) Fee, CHW rooms 215, 217, 219	External, USC Sponsored	\$	55.00	per occurrence
UHS Operations (setup) Fee, CHW rooms 215, 217, 219	Student Group / University	\$	40.00	per occurrence
	Department			
UHS User/ cleanup fee (when food is brought into space) CHW 215, 217, 219	External, USC Sponsored	\$	45.00	per occurrence
UHS User/cleanup fee (when food is brought into space) CHW 215, 217, 219	Student Group / University	\$	40.00	per occurrence
	Department			
UHS Weekend/ After Hours Staffing Fee	External, USC Sponsored	\$	75.00	per hour
UHS Weekend/ After Hours Staffing Fee	Student Group / University	\$	50.00	per hour
	Department			
UHS CHW Nutritionist on site for instruction (does not include use of kitchen room 219))		\$	100.00	per hour (2 hour minimum)
UHS CHW room 219 Demo Kitchen	External, USC Sponsored	\$	125.00	per hour (2 hour minimum)
UHS CHW room 219 Demo Kitchen	Student Group / University	\$	100.00	per hour (2 hour minimum)
	Department			
UHS General Labor Rate		\$	75.00	per hour
UHS Lapel Microphone	All Groups	\$	35.00	per day, per microphone
UHS Laptop Computer	All Groups	\$	50.00	per occurrence
UHS Laser Pointer/ Presenter	All Groups	\$	15.00	per day, per presenter
UHS Multimedia Meeting Room A/V CHW 114	External, USC Sponsored	\$	75.00	per use
UHS Multimedia Meeting Room A/V CHW 114	Student Group / University	\$	40.00	per use
	Department			
UHS No Show or Cancellation (less than 24 hours notice)	External, USC Sponsored	\$	150.00	per occurrence
UHS Polycom Teleconferencing CHW 217	All Groups	\$	50.00	per day
UHS Power Cords/ Power Strips	All Groups	\$	5.00	per day, per cord/strip
UHS Smart Lectern	All Groups	\$	100.00	per day

Notes:
Affiliate: external party not sponsored by USC group

FY25 User Fees

Description	Group Specific	FY2024-2025 Charge	Frequency	Note
CL088-TRANSPORTATION				
Bus Rental				
Bus		\$	2.00 per mile	
Driver		\$	30.00 per hour	weekdays 7:30am - 5:00 pm
Driver (overtime)		\$	42.00 per hour overtime	After hours/Weekends/Holidays,4 hour minimum)
Cutaway Style Shuttle		\$	165.00 per weekday	
Cutaway Style Shuttle		\$	235.00 per weekend day	
Transit Style Shuttle		\$	205.00 per weekday	
Transit Style Shuttle		\$	275.00 per weekend day	
Van Training		\$	40.00 per person	
Departmental Parking Charges				
Administrative Permit Departmental Rate		\$	360.00 year	
Conferences/Camps Weekly Parking AD/S Lots		\$	10.00 per permit per week	
Daily & Weekly garage charge (Surface Lot)		\$	10.00 daily & weekly	
Daily Garage Pass - Non Reserved		\$	8.00 per pass per day	
Daily Garage Pass - Reserved		\$	10.00 per permit per day	
Daily Metered Space Reserved		\$	10.00 daily & weekly	
Departmental Visitor Pass		\$	8.00 per pass per day	
Faculty/Staff - Surface Lot Permit		\$	25.00 month	
Limited Access Permit		\$	240.00 year	
Orientation Parking Fee		\$	3.00 per permit per day	
Reserved Spaces Set-up Fee		\$	25.00 per set up	
Security Services (per hour)		\$	20.00 per hour	
Service Vehicle Parking Fee (associated with maintenance & repair vehicles)		\$	120.00 year	
State Vehicle Reserved Parking Fee		\$	300.00 year	
Universal Garage Limited Access - VIP		\$	360.00 year	

Notes:

Affiliate: external party not sponsored by USC group