Course Fees

Last Modified on 09/09/2026 1:07 pm CDT

Tool Search: Course Fees

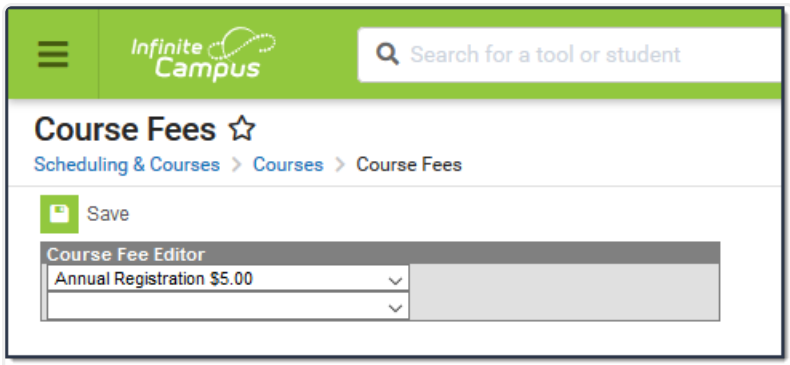
The Course Fees tool lists all fees associated with that course. The list of available fees is created in Fees.

This tab is only used to list the fees that **can** be assigned to a course. Use the Course Fees Wizard to mass-assign fees to all students enrolled in a course.

" should be placed at the top of the "Custom " section for Articles in Knowledge Owl's style editor. -->

When the Auto Post Course Fees System Preference is set to **Yes**, fees assigned to a course are automatically assigned to a student when the student is added through the Walk-In Scheduler or when using Batch Edit Student Rosters, Batch Edit Course Rosters, and Roster Builder in the Requests & Rosters tool.

Course Fees **are not included** in the Calendar Roll Forward process.



Course Fees

See the Course Fees Tool Rights article for information about rights needed to use this tool.

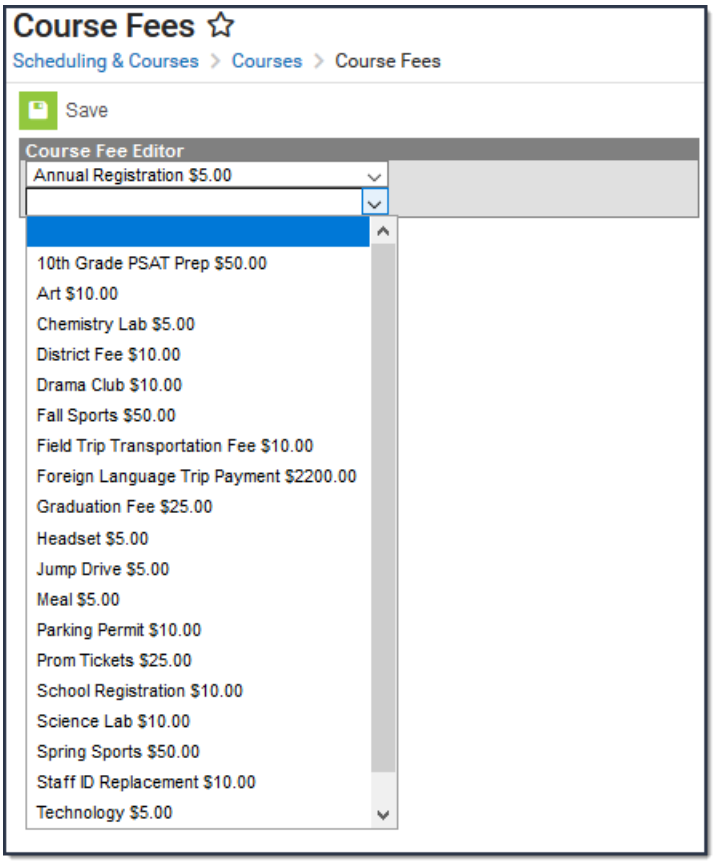
Add a Fee to a Course

1. Select the fee to assign to the course from the dropdown list in the **Course Fee Editor**.
2. Select the **Save** button.

3. Assign additional fees as needed following these steps.

> Fees marked as Variable Rate on the Fee Detail editor cannot be assigned to a course.

A fee that is already assigned to a course will not display in the dropdown list. Only fees that have not been assigned to a course are listed.



Remove a Fee from a Course

1. Select the blank setting from the dropdown list in the Course Fee editor.
2. Select the **Save** button.