

Fees (Courses)

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[Add a Fee to a Course](#) | [Remove a Fee from a Course](#)

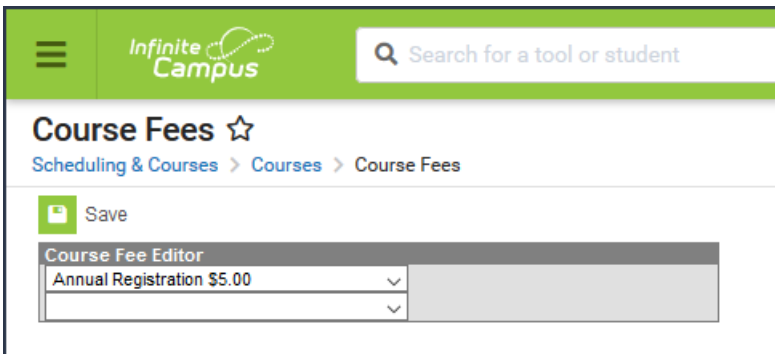
Tool Search: Course Fees

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.

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.



Read - View fees assigned to the course.

Write - Edit existing fees assigned to the course.

Add - Add new course fees.

Delete - Remove course fees.

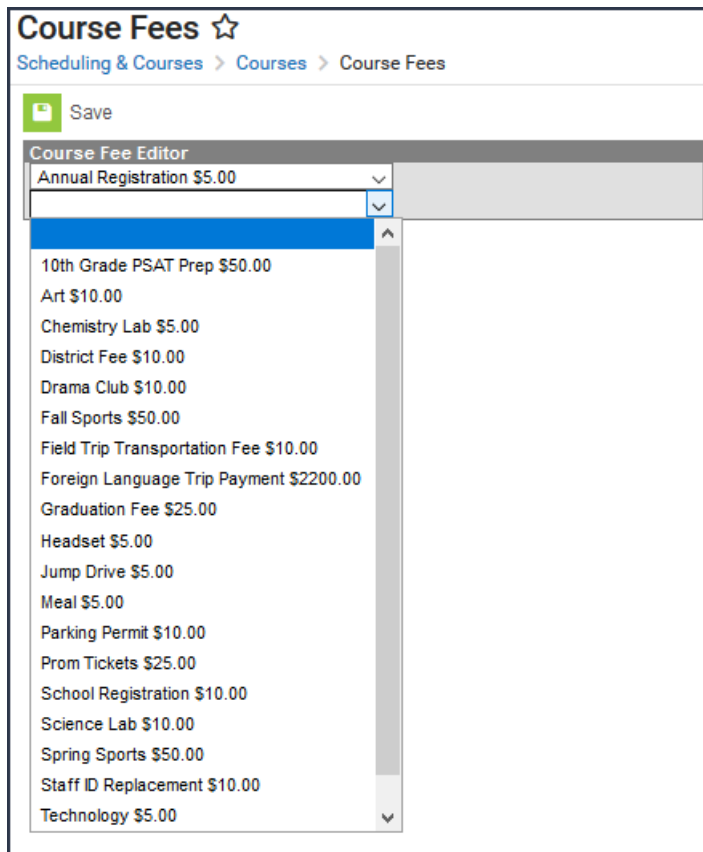
See the [Tool Rights](#) section below for more details on what actions can be performed with each right.

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.