NORTHWESTERN STATE UNIVERSITY
Lab Fee Request Entry Form

Semester: _____

Note: A lab fee cannot be assessed if the course:

1. Has not been approved by the University of Louisiana System Board
2. Does not appear in the Schedule of Classes
3. Is not listed by each section being taught

This form must be submitted to the Business Affair's Office.

**If all sections of a course are to be charged then you may write "ALL" in the area for the section using the last block to indicated the campus (Example: All N = Charge for all sections on the Natchitoches Campus)*

Business Affairs Use Only	Course Name	Course Number	Course Section	Amount to be Assessed	Course Description	Notes

Rev. 7/15