ALLOWABLE EXPENSES ON UNDERGRADUATE ADVISING FEES
While not an exhaustive list, these are generally considered to be directly related to undergraduate advising

- Academic Advisor/Counselor salaries and benefits
- Advisor training and professional development activities directly related to advising functions (computer programming workshop for advisors is not directly related).
- Advising guidebooks, orientation materials (ex. copies, folders, brochures)
- Advising software and advising hardware (desktop, laptop/ipads, copier to support imaging of advising documents)
- Travel for conferences to improve advisors’ competencies in their current roles
- Travel to UNT Admission recruiting events to provide pre-admission advising to intended prospective students (not recruiting)
- Travel to advising activities at UNT off campus sites (Frisco, Gainesville, etc)
- Office phones - direct phone lines used by advisors for advising conversations with students
- “Get Advised” marketing campaign materials to encourage advising and increase awareness (examples: yard signs, pop banners, pens)

ITEMS NOT ALLOWABLE ON ADVISING FEES

- Awards (recognition, celebration events)
- Scholarships
- No gifts (including office apparel)
- Remodel, renovation, upgrade or construction of advising facilities
- Guest speakers who visit departments, but do not visit scheduled classes to present to and interact directly with students
- Program assessment activities
- Student clubs/activities/teams that are discipline or program-specific and may or may not be wholly/partially supported by Student Service Fees
- Administrative overhead expenditures such as departmental office support (administrative coordinators, student workers, recruiters, assistant directors, directors)