



## Regulations for Calculating Fees for the Faculty of Business, Economics and Social Sciences Research Laboratory

### 1. Fees for the Faculty of Business, Economics and Social Sciences Experimental Laboratory

1.1 Use of the Experimental Laboratory is subject to the payment of fees to cover overhead expenses.

Fees for overhead expenses are calculated as follows:

1.1.1 For Faculty of Business, Economics and Social Sciences courses recognized in at least one academic program as a required or elective course and credited toward completed coursework and examination in accordance with the Hamburg higher education act (Hamburgisches Hochschulgesetz, HmbHG) as amended:

EUR 0.00 per laboratory hour.

1.1.2 Use of the Experimental Laboratory to be paid from Faculty of Business, Economics and Social Sciences budgetary funds (from individual professorship funds for materials and equipment, where not part of an approved externally-funded project):

EUR 30.00 per laboratory hour.

1.1.3 Use of the Experimental Laboratory for basic and grant research (external government-funded research) by members as defined by the Universität Hamburg Statutes:

EUR 40.00 per laboratory hour.

1.1.4 Use of the Experimental Laboratory for commissioned research and by external third parties (external privately-funded research):

EUR 50.00 per laboratory hour.

1.2 The following services are required to carry out an economic experiment.

These services can be provided at the specified hourly rate<sup>1</sup> or rendered by the respective user personally.

Generally

- Software programming
- software test
- recruitment of participants
- laboratory assistant
- payment processing
- data backup and data export

Only for commissioned research and use by external third-parties:

Experiment participant EUR 3.00 per participant

The user is responsible for remunerating participants directly in exchange for a written receipt.

1.3 Any additional costs incurred through the use of the Experimental Laboratory shall be charged to the user in accordance with expenses actually incurred.

1.4 If scheduled use cannot take place, Experimental Laboratory staff must be informed promptly, no later than one week prior to the scheduled time of use so the time slot can be reallocated. Failure to do so may result in an idle capacity fee in the amount of EUR 20 per laboratory hour.

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<sup>1</sup>The following rates (per hour) to cover overhead expenses apply:

Research Associate	EUR 55.24
Technician	EUR 55.30
Administrative student assistant	EUR 34.13
Student assistant	EUR 15.24
Monitor workstation (with computer)	EUR 6.50

## **2. Fees for the Faculty of Business, Economics and Social Sciences Survey Laboratory**

2.1 Use of the Survey Laboratory is subject to payment of fees to cover overhead expenses.

Fees for overhead expenses are calculated as follows:

2.1.1 For Faculty of Business, Economics and Social Sciences courses recognized in at least one academic program as a required or elective course and credited toward completed coursework and examination in accordance with the Hamburg higher education act (Hamburgisches Hochschulgesetz, HmbHG) as amended:

EUR 0.00

2.1.2 Use of the Survey Laboratory to be paid from Faculty of Business, Economics and Social Sciences budgetary funds (from individual professorship funds for materials and equipment, where not part of an approved externally funded project):

EUR 30.00 per laboratory hour.

2.1.3 Use for basic and grant research (external government-funded research) by members as defined by the Universität Hamburg Statutes:

EUR 40.00 per laboratory hour.

2.1.4 Use for commissioned research and by external third parties (external privately funded research):

EUR 50.00 per laboratory hour.

2.2 Any additional costs incurred through use of the Survey Laboratory shall be charged to the user in accordance with expenses actually incurred. The Survey Laboratory provides the services listed below for standardized telephone surveys at the hourly rates set forth in Section 1.2. These services instead be carried out by the respective user personally.

## Generally

- questionnaire consultation
- questionnaire creation
- CATI questionnaire programming
- interviewer(s)
- interviewer training supervision
- supervision of interviewer
- pretest
- study set up, data backup, data export
- briefing and technical support
- advice on developing samples
- scale development
- preparation of a method report
- data formatting

2.3 If scheduled use cannot take place, Survey Research Laboratory staff must be informed promptly, no later than two weeks prior to the scheduled time of use. Failure to do so may result in an idle capacity fee in the amount of EUR 20.00 per laboratory hour.

### 3. Fees for other services

3.1 Use of other Research Laboratory services are subject to fees calculated by time and materials used to cover overhead expenses.

3.1.1 For Faculty of Business, Economics and Social Sciences courses recognized in at least one academic program as a required or elective course and credited toward completed coursework and examination in accordance with the Hamburg higher education act (Hamburgisches Hochschulgesetz, HmbHG) as amended:

EUR 0.00

3.1.2 Use of the Research Laboratory to be paid from Faculty of Business, Economics and Social Sciences budgetary funds (from individual professorship funds for materials and equipment, where not part of an approved externally-funded project):

EUR 30.00 per laboratory hour.

3.1.3 Use for basic and grant research (external government-funded research) by members as defined by the Universität Hamburg Charter:

EUR 40.00 per laboratory hour.

3.1.4 Use for commissioned research and by external third parties (external privately-funded research):

EUR 50.00 per laboratory hour.

Other research laboratory services can be provided at the hourly rates set forth in Section 1.2.

#### **4. Miscellaneous provisions**

Statutory provisions shall apply unless otherwise provided for in these Fee Regulations.

These Regulations become effective on 16 May 2018.

Hamburg, 15 May 2018

G.Löschper

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Date, Signature

Dean of the Faculty of Business, Economics and Social Sciences