## STOCKTON UNIVERSITY

UNRELATED BUSINESS INCOME

TAX STATUS AND DETERMINATION GUIDE

## **KEY FOR ABBRIEVIATED TERMS:**

E EXEMPT

R REPORTABLE

IRC INTERNAL REVENUE CODE

Reg TREASURY REGULATION

RR REVENUE RULING

GCM GENERAL COUNSEL MEMORANDUM

PLR PRIVATE LETTER RULING

TAM TECHNICAL ADVICE MEMORANDUM

CATEGORY	DESCRIPTION	EXEMPT/ REPORT	AUTHORITY	COMMENTS
Advertising	Sale of advertising space in souvenir programs for sports events (or music or drama performances).	Exempt	Reg. 1.513(c)(2)(ii)	Activities conducted without competitive or promotional efforts of commercial enterprises will not be considered regularly carried on.
	Sale of commercial advertising space in campus newspapers, journals, magazines, or other periodicals.	Report	IRC 513(c )	The sale of general consumer advertising in an exempt organization's publication is an unrelated trade or business since it does not contribute importantly to the organization's exempt purpose.
	Sale of commercial advertising and underwriting time on a campus radio station. Students assist in subscription drives and underwriting and advertising sales programs.	Exempt	Reg. 1.513- 1(d)(4)(iv)	The sale of general consumer advertising and underwriting by students contributes importantly to the University's educational purpose through the training of students.
	Sale of commercial advertising in sports media guides. Sales are made by a full-time person throughout the year.	Report	TAM 9147007 PLR 9137002	The advertising activity is a sophisticated promotion effort which is rendered over a relatively significant period of time. Moreover, the advertising solicitation is conducted in the same manner as a typical commercial enterprise.
	Sale of programming materials distributed in connections with a sponsored event which contain qualitative or comparative language, price information, a call to action, an endorsement or an inducement to buy, sell, rent, or lease the sponsor's product.	Report	Reg. 1.513-4 (Proposed)	The payment is considered to be for the promotion or marketing of a company, service, facility, or product and constitutes taxable advertising income. Furthermore, all related activities in connections with the sponsored event that might otherwise be considered acknowledgements will also be considered advertising.

		EXEMPT/		
CATEGORY	DESCRIPTION	REPORT	AUTHORITY	COMMENTS
Bookstore	Sale of books, athletic clothing, general school supplies, computer hardware and software, and items that are low in cost and in recurrent demand to University members and the general public.	Exempt Report	Reg. 1.513-1(d)(2) Reg. 1.513-1(e)(2) GCM 35811	The sale of items necessary for courses at an institution is related to the University's exempt purpose. The sale of other items may be considered for the convenience of students. However, in the absence of clearly established special circumstances, items not directly related to the educational purposes of an institution that have an ordinary useful lie of more than one year are not encompassed by the general public are taxable.
	Same as above except the location of the bookstore is relatively inaccessible to the general public to which sales are infrequent.	Exempt	Reg. 1.513-1 (c)(2)	The remote location of the bookstore indicates that it is operated primarily for the convenience of University members. Furthermore, the sales to the general public are of a casual nature, indicating that the activity is not regularly carried on.
	Sales of computers to students or faculty members.	Exempt	Reg. 1.513-1 (e)(2)	The sale of one computer to a student or faculty member is substantially related to exempt purposes; however, the sale of multiple computers, in a single year, to a single student or the sale of a computer to someone who is not a student, officer or employee of the University is not related.
	Sale of computers at a discount to other educational institutions.	Report	Reg. 1.513-1 (d)(2)	The sale of computers to individuals at other educational institutions is not related to the University's exempt purpose.

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	Sale of audio recordings on magnetic tapes, vinyl records and compact disks.	Exempt	PLR 8004010 PLR 8025222	Listening to phonograph records contributes to the musical education of students. Therefore, these sales, like the sale of books, are related to the exempt purpose of the University.
Broadcast Tower	Rental of space on campus building or freestanding tower to a third-party for placement of cellular transmission equipment.	Exempt	IRC 512(b)(3) PLR 200104031	If University allows third party to place its tower on University real estate *either ground or existing building, then income is considered tax exempt rent from real property. If the broadcast tower is owned by the University, and is permanently affixed to either the ground or an existing building, the rental of antenna space on the tower is not eligible for the rental exclusion.
Career Services	Career services, such as resume critiquing, interview coordination, and other job placement assistance provided to alumni for a fee.	Report	IRC 513(a)(2) TAM 9645004 TAM 8020010	The provision of resume services for alumni is not related to the University's exempt functions.
Child Care	Sale of child care services to the children of faculty/staff employees, students and the general public.	Exempt	IRC 501(k)	The provision of care for children away from their homes is considered an educational purpose if substantial all of the care provided by the organization is for the purpose of enabling individuals to be gainfully employed, and the services provided are available to the general public.

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Clinical Trials	Sale of clinical testing services to drug manufacturers when the drug under study has FDA approval.	Exempt	RR 68-373	The clinical testing of a drug that already has FDA approval is considered to be "testing for public safety," which is an exempt activity.
	Sale of clinical testing services to drug manufacturers for the purpose of obtaining FDA approval prior to marketing. The subjects participating in the study are expected to benefit from the eventual marketing of the drug. Residents and inters are also involved in the conduct of the drug studies.	Exempt	PLR 8230002	"For benefit" drug testing is related to the exempt purpose of a research hospital. This testing occurs when the drugs are offered to patients who have the disease for which the eventual commercial use of the drug is intended. (Not for benefit" testing involving patients receiving care for unrelated medical reasons is taxable.) The participation of residents and interns in the clinical studies also contributes importantly to the University's educational purpose.
Computer Center	Sale of computer services to non-University members.	Report	PLR 7902019	The sale of computer time to the general public is not related to the University's exempt purpose.
Computer sales	Infrequent sales of computer hardware and software to the general public where the location of the store is remote.	Exempt	Reg. 1.513-1(c)(2)	The remote location of the computer store indicates that it is operated primarily for the convenience of University members. Furthermore, the sales to the general public are of a casual nature, indicating the activity is not regularly carried on.

CATEGORY	DESCRIPTION	EXEMPT/ REPORT	AUTHORITY	COMMENTS
Debt-financed Property	Rental of apartments to students and non- University members. The apartment building is subject to a mortgage.	Exempt	IRC 514(c)(9)(c)(i)	The rules pertaining to debt-financed property do not apply to the University, a "qualified organization" described under Section 170(b)(1)(A)(ii) provided that the terms of the purchase agreements is structured in accordance with the conditions set forth in ITRC 514(c)(9). Thus, these rentals are exempt under the exclusion for real property rents.
Dormitory Rentals	Rental of dormitory space during the summer to both tax-exempt and for-profit organizations who conduct educational classes, seminars and workshops on campus utilizing other university educational facilities such as library, auditorium, classrooms, etc.	Exempt	RR 68-504 PLR 9014069	These activities are substantially related to University's exempt purposes of advancing education.
Equipment Rentals	Infrequent rental of sporting equipment and accessories to the general public.	Exempt	Reg. 1.513-1(c)(2)	The remote location of the recreation center indicates that it is operated primarily for the convenience of University members. Furthermore, the sales to the general public are of a casual nature, indicating the activity is not regularly carried on.
	Rental of equipment (e.g. outdoor recreation equipment, scientific instruments, etc) to non-University members.	Report	Reg. 1.513-1(d)(2)	The rental of equipment to non- University members is not related to the University's exempt purpose.

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Equipment Sales	Sale of electronic equipment, buoys and tracking instruments to non-University members.	Report	Reg. 1.513-1(d)(2)	The sale of equipment to non- University members is not related to the University's exempt purpose.
	Sale of obsolete equipment to the general public.	Exempt	Reg. 1.512(b)-1(d)(1)	Gains and losses from the sale of property are excludable from unrelated business income taxes. However, income from inventory and other stock held for sale is not exempt.
Equipment/Facility Rental-Mixed	Unrelated rental of personal property with real property. Amount to report as subject to UBI depends upon the percentage of personal property rental to total rent. For purposes of UBI, equipment is considered personal property.	Exempt Report	Reg. 1.512(b)- 1(c)(2)(ii)(b) Reg. 1.512(c)(2)(iii)(a)	10% or less – Incidental; do not report personal property rental; 11%-50% - report only personal property allocation; >51% - report total rental income as personal property subject to UBI.
Facilities Rentalı	Facility usage by non-University members (outside organizations) for educational conferences, workshops, and training.	Exempt	Reg. 1.513-1(d)(2) PLR 8024001	This activity may be considered in furtherance of the University's educational purposes.
	Facility rental by non-University or corporate entities for private meetings or unrelated activities.	Exempt	Reg. 1.513-1(d)(2)	Rental income is excluded from UBI only when customary services such as heat, light, cleaning of public areas and trash collection are provided by the University.
	Facility rental by non-University or corporate entities for unrelated activities where services are provided primarily for the convenience of the renter.	Report	Reg. 1.512(b)-1(c)(5) PLR 8024001	Provision of maid service is an example of services primarily for convenience of the renter. To shield University's income from UBI, renter should contract with outside vendor to supply service.

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Facilities Usage (no lease)	Rental of facilities to non-University members for conferences and symposiums.	Exempt	PLR 8024001 Reg. 1.513-1(d)(2)	The use of the University's facilities and services by outside organizations for conducting educational activities is related to the University's exempt purpose. Even though the conferences are conducted by outside organizations, the activity is considered to be in furtherance of an educational purpose.
	Rental of facilities to film companies and advertising agencies for film or photographic shoots. Supervision, custodial services, electricians, security, parking, and occasionally craftsmen are provided.	Report	RR 80-298 PLR 7927015	The services provided are more extensive than those normally provided with real property rentals.
	Rental of football stadium to local high schools.	Exempt	GCM 37522	The promotion of sports is an educational activity and is therefore related to the University's exempt purpose.
	Use of recreational facilities for classes offered to the general public and alumni	Exempt	RR 77-365	The conduct of University's clinics, lessons, workshops and seminars at recreational areas, to instruct and educate individuals of all ages in a particular sport, is in furtherance of the University's educational purpose.
	Use of University-owned golf course by alumni; spouse and guests of students, faculty and staff.	Report	PLR 9720035 PLR 200047049	Alumni are not sufficiently distinguishable from the general public. Spouses and guests are also treated as members of general public and do not fall within the convenience exception.

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Films	The showing of films that is not commercially available. Some films relate to courses offered by the University. The showing is open to the general public.	Exempt	Reg. 1.513-1(d)(2) and RR 75-471	The showing of films designed to educate the public, students of films, and aspiring film makers in new techniques and artistic developments in the film industry is related to the University's exempt educational purpose.
	Rental of films that are related to course curriculums. All rentals are to students.	Exempt	Reg. 1.513-1(d)(2) and Reg. 1.513-1(e)(2)	The rental of educational films is related to the University's exempt purpose. Moreover, this service is provided solely for the convenience of University members.
Hospitals	Use of cafeteria by non-patients.	Exempt	RR 69-268	The operation of a hospital cafeteria primarily for use by employees and patients is not taxable within the meaning of IRC 513(a)(1). Allowing visitors to use the cafeteria allows them more time to spend with patients, which is considered supportive therapy.
	Sale of cafeteria, purchasing, data processing, record center, warehousing, billing and collection, printing, communication, personnel, clinical, laboratory and industrial engineering services to another tax-exempt hospital.	Exempt	IRC 513(e) IRC 501(e)(1)(A)	The furnishing of services to another tax-exempt hospital does not constitute an unrelated trade or business if the services are:  1) Provided at a fee not exceeding actual costs; 2) Furnished solely to hospitals serving not more than 100 inpatients; and 3) Consistent with the recipient hospital's exempt function.

CATEGORY	DESCRIPTION	EXEMPT/ REPORT	AUTHORITY	COMMENTS
	Sale of laundry services to another tax- exempt hospital.	Report	RR 69-633	The provision of laundry services to another hospital is an unrelated trade or business since the furnishing of such services is not specifically listed in IRC 501(e)(1)(A).
	Provision of laundry and linen services to University patients.	Exempt	RR 55-676	The provision of laundry services for the convenience of patients is exempt.
	Sale of routine medical services (e.g. cell culture, ophthalmology, lab testing, etc.) to non-University members.	Report	Reg. 1.513-1(d)(2)	The provision of routine medical and testing services to non-University members is not related to the University's exempt purpose.
	Sale of pharmaceutical products to the general public and non-patients.	Exempt	RR 68-374	The sale of pharmacy goods to non- patients is normally considered unrelated business. However, casual sales are exempt since they are not regularly carried on.
Hydrobic Classes	Water exercise instruction offered to University members and the general public.	Exempt	Reg. 1.501(c)(3)- 1(d)(3) Reg. 1.513-1(d)(2)	This activity is in furtherance of the University's educational purposes.
Identification Cards	Id cards sold to one business approximately once per month	Exempt	Reg. 1.513-1(c)(2)(ii)	Intermittent activity – not conducted with competitive or promotional efforts of commercial enterprises.
Intramural Sports	Service provided to students who want to participate in organized sports leagues.	Exempt	Reg. 1.513-1(e)(2)	Service conducted primarily for convenience of University members is excluded from UBI.

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Joint Ventures	Sales of patient lithotripsy services through a joint venture with the Kidney Stone Medical Clinic. The clinic is also used for clinical teaching and research.	Exempt	Reg. 1.513-1(d)(2)	The formation of a joint venture between the University and a for-profit entity is not taxable if it contributes importantly to the University's exempt purpose. Joint venture relationships may be scrutinized by the IRS, however, to ensure that the University is not serving the private purpose of the forprofit entity.
Learning Resources	Provision of instructional aides to University students, faculty, area school teachers and the general public.	Exempt	Reg. 1.501(c)(3)- 1(d)(3) Reg. 1.513- 1(d)(2)	This activity is in furtherance of the University's educational purposes.
Lifeguard, CPR, First Aid Classes and Recertification	Educational classes offered to the general public leading to certification in these areas.	Exempt	Reg. 1.501(c)(3)- 1(d(3) Reg. 1.513-1(d)(2)	This activity is in furtherance of the University's educational purposes.
Locker Rental – Student Recreation Center	Lockers rented to University students, faculty, and staff. Lockers rented to spouses and dependents of University members.	Exempt	Reg. 1.513-1(e)(2)  Reg. 1.513-1(c)(2)(ii)	Service conducted primarily for convenience of University members is excluded from UBI. Intermittent activity-not conducted with competitive or promotional efforts of commercial enterprises.

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Parking Services	Rental of parking spaces including the provision of security services.	Report	IRS 512(b)(3) TAM (Proposed) RR 69-269	The operation of a parking lot for use by the general public is considered an unrelated trade or business regardless of whether any services are provided for the convenience of the occupant. The operation of a parking lot by an exempt organization is conclusively deemed to be the provision of services for the convenience of the occupant, and therefore the income received is not rent. However, if any exempt organization leases the parking lot operation to a third party, the income would constitute rent depending on the type of services provided. On the other hand, the operation of a parking lot is not taxable if it is in furtherance of the organization's exempt purpose. For example, the provision of parking services for patients and visitors of a an exempt hospital, in an area without adequate parking, is not subject to unrelated business income tax since such an operation is consistent with the hospital's exempt purpose.
Photo Service	Passport photo service available to University students, faculty, and staff.	Exempt	Reg. 1.513-1(e)(2)	Service conducted primarily for convenience of University members is excluded from UBI.

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	Passport photo service available to the general public. Sales to general public are very infrequent – less than 5 times per year.	Exempt	Reg. 1.513-1(c)(2)(ii)	Intermittent activity – not regularly carried on as it occurs less than 5 times per year.
	Sale of photographs taken at University sponsored events to University students, faculty staff and the general public.	Exempt	PLR 8623081	Sales of novelty items at University sponsored (related) events are treated as an integral part of the events and not subject to UBI.
Printing	Sale of library photocopying services.	Exempt	Reg. 1.513-1(d)(2)	The sale of library reproduction services is related to the University's exempt educational purpose since it preserves the University's library materials and disseminates information.
	Provision of in-house printing and library bookbinding services for University faculty and associate institutions.	Exempt	Reg. 1.513-1(e)(2)	The provision of printing and bookbinding services for the convenience of University members is exempt.
	Sales of printing services to non-University members	Report	Reg. 1.513(d)(2)	The sale of printing services to non- University members is not related to the exempt purpose of the University.
Printing Service	Sale of digital printing services and supplies to the general public.	Report	Reg. 1.513-1(d)(2)	The sale of printing services and supplies to non-University members is not related to the University's exempt purposes.

CATEGORY	DESCRIPTION	EXEMPT/ REPORT	AUTHORITY	COMMENTS
Recreational Memberships	Sale of recreational memberships to University students, faculty, and staff.	Exempt	Reg. 1.513-1(e)(2)	Service conducted primarily for convenience of University members is excluded from UBI.
	Sale of recreational memberships to dependents and guests of University members, alumni, and the general public.	Report	TAM 9645004 PLR 9720035	Sales to spouses and dependents of University members do not qualify for the convenience exception. Additionally, alumni should be treated in the same manner as the general public for purposes of UBI.
Relief of Government Burden	Provision of case-finding and abstracting services to local hospitals. The services are furnished under a State mandated regional tumor registry.	Exempt	RR 85-2 Reg. 1.501(c)(3)- 1(d)(2)	The lessening of a governmental burden satisfies a charitable purpose under which an organization may qualify for tax-exempt status. In applying this exemption, the IRS has determined that it is necessary for an organization to identify the function that a governmental unit considers to be its burdens and to then determine under what conditions the organization's activities actually "lessen" such burdens. The statutory requirement for the establishment and maintenance of Statewide tumor registries provides the "objective manifestation" that a governmental unit considers a particular activity to be its burden. Moreover, funds for setting up the registry were provided by the State, subject to monitoring by the State.

CATEGORY	DESCRIPTION	EXEMPT/ REPORT	AUTHORITY	COMMENTS
Rents (lease basis)	Rental of a campus building or space within a building	Exempt	IRC 512(b)(3)	Rents from real property are exempt.
	Rental of athletic facilities and equipment to non-University members. Revenue is derived from rental of real property (95%) and personal property (5).	Exempt	Reg. 1.512(b)- 1(c)(ii)(b)	Rents from personal property are not taxable if there is a mixed lease and the rents attributable to the personal property are incidental" (10% or less).
Rents	Rental of the football stadium to the San Diego Chargers. Significant services are provided, including field maintenance and locker room facilities.	Report	RR 80-298	The leasing of a football stadium to a professional football team is not in furtherance of the University's education purpose. Since the furnishing of substantial services for the convenience of the occupant is beyond those usually rendered in connection with the rental of space for occupancy only, the income is not excluded as rent from real property under Reg. 1.512(b)-1(c)(5).
	Lease of clinical medical office space (10% personal property) and support services to non-University affiliated physicians for their private practices.	Report	IRC 512(b)(3)	The real property exclusion is lost if services other than those customarily provided for the convenience of the lessee are provided. Moreover, because the physicians are not University members, the lease arrangement does not further the University's exempt purposes.
Research	Sales or research services to Eastman Kodak Company under a private grant. The research results are published in national journals and are made available to the general public.	Exempt	IRC 512(b)(9)	The conduct of "fundamental" (as distinguished from "applied") research performed by a University for "any person," the results of which are made available to the public, is not taxable.

CATEGORY	DESCRIPTION	EXEMPT/ REPORT	AUTHORITY	COMMENTS
	Sale of research related clinical services including diagnostic procedures and tools developed by the University. All sales are to non-University members. Similar services are available commercially.	Report	Re. 1.513(b)-1(f)(4)	The provision of "applied" research services of a type ordinarily carried on as an incident to commercial or industrial operations is a taxable activity.
Royalties	Sales of licensed tangible biological materials and software programs.	Exempt	IRC 512(b)(2)	Income from royalties, however measured, is exempt from the unrelated business income tax.
Sales (Misc.)	Sales of excess crops used in research. The crops are sold in an "as is" condition when mature.	Exempt	Reg. 1.513-1(d)(4)(ii)	Income derived from the sale of goods which result from the performance of an exempt function is not taxable if the product is sold in substantially the same state it was in upon completion of the exempt function.
Sales	Sale of peptides to non-University members. No students are involved in the process.	Report	Reg. 1.513-1(d)(2)	The sale of peptides is not related to the exempt purpose of the University.
	Sale of bikes, bike parts and equipment, and provision of bike repair services to University members.	Report Exempt	GCM 35811 IRC 513(a)(2)	The sale of non-educational items with an ordinary useful life of more than one year is not included within the scope of the convenience exception. However, the remote location of the campus suggests that the repair service is operated primarily for the convenience of University members and is therefore an exempt activity.

CATEGORY	DESCRIPTION	EXEMPT/ REPORT	AUTHORITY	COMMENTS
	Sale of emblematic items (T-shirts, mugs, caps, pennants, etc.) to alumni (95%) and the general public (5%). The sales are made by mail order on a regular basis.	Report	GCM 35811 PLR 8025222	The sale of emblematic items is not substantially related to the exempt purpose if the University. Moreover, these sales are not for the convenience of University members since alumni are considered member of the general public.
	Sale of clothing and other items to the University community that are embossed with the University seal.	Exempt	PLR 8025222	Bookstore or other on-campus sale of University logo items to members of the University community qualify under the convenience rule of sec. 513(a). Sales to the general public are considered unrelated business income.
Services (Misc.)	Sale of meter testing services to non- University members.	Report	Reg. 1.513-1(d)(2)	The sale of these services is not related to the exempt purpose of the University.
	Sale of drug testing services to employers.	Report	Reg. 1.513-1(d)(2)	The sale of these services is not related to the exempt purpose of the University.
	Sale of library services, including documents delivery, to law firms, businesses, and members of the general public.	Exempt	RR 81-29	Providing library services or access to such services to non-exempt users for research purposes is related to the University's exempt purpose.
Storehouse	Sale of storehouse goods to non-profit agencies.	Report	Reg. 1.513-1(d)(2)	The sale of storehouse goods to non- University members is not related to the University's exempt purpose.

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Sports Camps	Conduct of annual summer sports camps by University personnel for the general public and children of University students and employees.	Exempt	PLR 8024001	Instruction of the general public in sports is in furtherance of the University's educational purpose. The University is not limited to instruction in business or related subjects in carrying out an educational program.
	Rental of campus facilities to outside organizations for the conduct of summer sports camps. Services such as meals, linen, and daily maid service are provided.	Exempt	RR 77-365 PLR 7908009	Instruction in sports furthers the educational purpose of the University. As long as the activity is educational, University involvement in the activity is not required.
Summer Sports Camps	University-operated summer sports camps for pre-college age youth of University faculty, staff, students and the general public where sports facilities, dorm rooms, meals, linens, and maid service may be provided by the University to the participants.	Exempt	RR 77-365 PLR 7908009	The purposes of the sports camps are to improve athletic ability of participants, acquaint them with the University and when applicable, provide experience for camp counselors who may be college students. Such instruction in sports is therefore educational.
	University contracts with third party who operates the summer sports camp. The University merely rents its sports facilities to the third party without provision of substantial services.	Exempt	RR 80-297	Income is excluded from UBI as rents from real property.

CATEGORY	DESCRIPTION	EXEMPT/ REPORT	AUTHORITY	COMMENTS
	University's contract with the third party <sub>2</sub> operated camp includes provision of substantial services such as dorm room rental, meals, linen and maid service. University contracts with its concessionaire for provision of services (meals, linens, maid service, etc.) on behalf of third party camp operator.	Report	RR 80-298 PLR 8151005 PLR 8136028	Provision of substantial services precludes treatment of income as rents from real property and is subject to unrelated business income.
	Third party camp operator contracts with outside vendors for services (meals, linens, maid service, etc.)	Exempt	PLR 8024001	When the third party contracts directly with an outside vendor for services, income received by the University for use of its facilities will be shielded from UBI and will qualify as rents from real property.
Swim Lessons	Instruction in swimming offered to University members and the general public.	Exempt	RR 77-365	Instruction in sports is educational and thus related to the University's purposes.
Testing	Sale of diagnostic and lab testing services involving technically advanced equipment to non-University members.	Exempt	RR 85-110	The provision of lab testing services for non-University members is generally considered an unrelated business. However, special circumstances can exempt the activity if the services are not available within a reasonable distance, and involve technically advanced equipment or emergency care.

CATEGORY	DESCRIPTION	EXEMPT/ REPORT	AUTHORITY	COMMENTS
	Sales of diagnostic and lab testing services to non-University members. Student participation and instruction is involved.	Exempt	RR 85-109	The provision of lab testing services to non-University members is generally considered an unrelated business.  However student participation in the lab testing furthers the University's exempt education purpose.
Telecom Services Contractors	Sale of long distance service to building contractors located on campus constructing University capital projects.	Exempt	Reg. 1.513-1(c)(2)(ii)	Intermittent activity – not regularly carried on as it occurs only 4-5 times per year.

		EXEMPT/		
CATEGORY	DESCRIPTION	REPORT	AUTHORITY	COMMENTS
Travel Tours	Sale of travel tours to alumni. No formal educational programs are conducted in connection with the tours.	Report	RR 78-43 PLR 9027003	According to the IRS, a tour program is not a substantially related educational activity unless the following factors are present:  1. A bona fide educational methodology in the form of a formal educational program including organized study, reading lists provided in advance, library access, examinations leading to academic credit, and mandatory participation;  2. The tour is conducted in a highly professional manner, with daily lectures and related classroom studies;  3. The tour is arranged to allow participants to study the subject of the tour intensively and receive college credit when appropriate;  4. The tour is selected for its educational value and the qualifications of the tour leaders.

CATEGORY	DESCRIPTION	EXEMPT/ REPORT	AUTHORITY	COMMENTS
	Tours of museums for patrons of the campus art collection. Purpose is to educate patrons, promote interest in the collection, and encourages them to be donors.	Report	IRC 512 51 AFTR 2d 83-451	Although the tours were generally held only once a year, they are conducted for the benefit of outsiders and not the University or its staff. There is no substantial relation to the exempt purpose of the University.