

HAYWOOD COMMUNITY COLLEGE	BUSINESS SERVICES TUITION AND FEES	Policy 6.1.1
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I. TUITION AND FEES GENERAL REQUIREMENTS

Tuition and fees shall be charged in accordance with state statutes and according to schedules established by the North Carolina State Board of Community Colleges (“State Board”) and/or the College’s Board of Trustees (“Board”). The State Board establishes a general and uniform semester tuition rate for curriculum students. The State Board establishes both a North Carolina resident rate and a nonresident rate. Whether a student is a resident for tuition purposes shall be established in accordance with N.C.G.S. § 116-143.1 and -143.3 (for purposes of Armed Forces personnel and their dependents). For more information concerning residency requirements, see Policy 6.1.2 – Tuition Residency Requirements. The rate for auditing a course is the same as taking the course for credit.

II. TUITION AND REGISTRATION FEE WAIVERS

The North Carolina General Assembly and the State Board have promulgated statutes and administrative regulations dealing with authorized groups of students with respect to tuition and registration fee waivers. For information concerning tuition and registration waivers, see N.C.G.S. §§ 115B-1, 115D-5, 1E SBCCC 800.2 and the [North Carolina Community Colleges Tuition and Registration Fee Waiver Reference Guide](#). The tuition and registration waiver does not extend to the Board’s Local Fees (see Section III).

To obtain a tuition and registration fee waiver, individuals must establish proof of eligibility as a member of an authorized group. To be eligible for a tuition or registration fee waiver, trainees enrolled in Basic Law Enforcement Training (BLET) courses must obtain a letter of sponsorship from a state, county, or municipal law enforcement agency prior to enrollment and uphold the terms of the sponsorship until completion of the BLET course. The College must maintain documentation of the sponsorship on file. The College shall not grant tuition and registration fee waivers to students enrolled in self-supporting courses. The College shall charge the student the self-supporting fee or use institutional funds to pay for the self-supporting fee on the student’s behalf.

Annually, the President shall report to the State Board the amount of tuition and registration fees waived by the College on behalf of individuals who are members of authorized groups.

III. LOCAL FEES

A. Authorization

Pursuant to 1E SBCC 700.1, the Board adopts the following local fees. The College shall deposit receipts derived from local fees in an unrestricted institutional account. The College will only use the local fee receipts for the purposes for which

the local fee was approved. The President shall annually report all required local fees to the State Board.

B. Authorized Local Fees

1. Student Activity Fee – Curriculum Students

Pursuant to 1E SBCCC 700.2, the Board establishes a Student Activity Fee as follows: a) students carrying 12 or more credit hours - \$32.50 per academic semester; b) students carrying 6 to 11 credit hours - \$24.00 per academic semester; and c) students carrying 1 to 5 credit hours - \$16.50 per academic semester.

The Student Activity Fee receipts shall be used for the permissible activities and expenses listed in 1E SBCCC 700.2(b)(1)-(2).

The following groups are exempt from the Student Activity Fee: 1) Career and College Promise students; and 2) individuals who participate only in meetings and seminars organized by the College (i.e., a group of people gathered for a one-time basis primarily for discussion under the direction of a leader or resource person).

2. Instructional Technology Fee – All Students

Pursuant to 1E SBCCC 700.3, the Board establishes an Instructional Technology Fee as follows:

- a. For Curriculum Students - \$32.00 per academic semester.
- b. For Continuing Education Students - \$5 per course.

The Instructional Technology Fee receipts shall be used to support costs of procuring, maintaining, and operating instructional technology, including both information technology (hardware and software) used primarily for instructional purposes and specialized instructional equipment necessary for hands-on instruction. The College is authorized to use instructional technology fee receipts to hire support positions to operate, maintain, and repair this technology, as well as buy the necessary supplies and materials for operations. Instructional Technology fee receipts shall not be used to purchase computers and other technology used primarily by College employees, nor may instructional technology fee receipts be used to support positions that do not directly support this instructional technology.

3. College Access and Parking (“CAP”) Fee – Curriculum Students

Pursuant to 1E SBCCC 700.4, the Board establishes a CAP Fee at a rate of \$5.00 for each academic semester. The CAP Fee receipts shall only be used to support costs of acquiring, constructing and maintaining the College’s parking facilities, parking enforcement and security of College property.

4. Required Specific Fees – All Students

Pursuant to 1E SBCCC 700.5, specific fees will be charged to students for select courses to cover academic costs for consumable goods or services that are specifically required for that course. Such academic costs include, but are not limited to: tools, uniforms, insurance, certification/licensure fees, e-text, labs and other consumable supplies. The specific fee rate must be based on the estimated cost of providing the good or service.

The Board hereby delegates to the President the authority to approve all specific fees under \$100. Any specific fees over \$100 must be approved in advanced by the Board. A list of all approved specific fees will be maintained in the College’s business office.

5. Other Fees – All Students

Pursuant to 1E SBCCC 700.6, other fees will be charged to students to support costs of goods or services provided by the College that are not required for enrollment. Examples include, but are not limited to: student health and other insurance fees; graduation fees; transcript fees; optional assessment fees; library/equipment replacement fees and fees to participate in a specific event or activity.

The Board hereby delegates to the President the authority to approve all other fees under \$100. Any other fees over \$100 must be approved in advanced by the Board. A list of all approved specific fees will be maintained in the College’s business office.

Adopted: 05-01-2017

Legal Reference: N.C.G.S. §§ 115B-1 *et al.*, 115D-5, -39, 116-143.1 and -143.3; 1E SBCCC 700.1 – 700.6, 800.2; *NC Community College Tuition and Registration Fee Waiver Reference Guide – FY 2015-17 Edition*