

STATE BOARD FOR TECHNICAL AND COMPREHENSIVE EDUCATION

PROCEDURE

PROCEDURE NUMBER: 3-2-205.1

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TITLE: **PROCEDURE FOR AWARDING THE FOUR PERCENT FEE WAIVER**

POLICY REFERENCE NUMBER: 3-2-205

POLICY RESPONSIBILITY: **ACADEMIC AFFAIRS**

DATE OF LAST REVISION: May 25, 2004

- A. Each technical college may develop a policy and procedure to implement up to a four percent (4 %) fee waiver in a manner that supports the educational mission of the college.
- B. Each technical college may provide educational fee waivers for such purposes as, but not limited to, supporting minority recruitment, student scholarships, student leadership and student government leadership.
- C. Each technical college electing to provide educational fee waivers must develop a policy and procedure which delineate local college purposes for awarding educational fee waivers and which ensure equity in the treatment of students eligible for the tuition fee waiver.
- D. Each technical college electing to provide educational fee waivers must calculate the four percent (4%) limitation based on either student FTE or educational fee revenues collected in the academic year in which the fee waivers are awarded to students. The college shall calculate this opportunity annually, based on students for all semesters.
- E. Each technical college electing to provide educational fee waivers may grant full or partial waiver of fees to eligible students as defined by the institutional policy and procedure.