

**Section Four—Students/Instructional Services
Governance Processes Relative to the District
Board Policy Manual
and Collegial Consultation
With Academic Senates**

Employ the Process of Mutual Agreement

Policies: None

Procedures: None

Appendices: None

Rely Primarily Upon the Advice and Judgment

- Policies:**
- (1) **4A2**, Student Responsibilities (*includes Policies 4A2A through 4A2G*)
 - (2) **4A3**, Matriculation (*includes Policies 4A3A through 4A3G*)
 - (3) **4A4**, Prerequisites, Corequisites, and Advisories on Recommended Preparation (*includes Policies 4A4A through 4A4E*)
 - (4) **4A6**, Admission to Impacted Programs (*includes Policies 4A6A through 4A6K*)
 - (5) **4A9**, Instructional and Other Materials (*includes Policies 4A9A through 4A9D*)
 - (6) **4B1**, Educational Programs (*includes Policies 4B1A through 4B1D1*)
 - (7) **4B5**, Program Review
 - (8) **4B7**, Articulation (*includes Policies 4B7A through 4B7C*)

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BP 4A8 Student Fees

Rely Primarily Upon the Advice and Judgment (continued)

- (9) **4B10A**, (re: guest/visitors) *(includes Policies 4B10A1 through 4B10A7)*
- (10) **4B10B** (re: guest/visitors)
- (11) **4B11**, Controversial Issues in Curriculum *(includes Policies 4B11A through 4B11C)*
- (12) **4C**, Academic Regulations *(includes Policies 4C1 through 4C7)*
- (13) **4D**, Minimum Graduation Requirements *(includes Policies 4D1 through 4D1G)*

Procedures: None

Appendices: None

Proposed Addition to
Kern Community College District Board Policy Manual
Section Four - Students Instructional

Governance Process: Rely Primarily Upon the Advice and Judgment

Reason for Revision: To Establish District Policy

4A8 Student Fees *(Revised November 6, 2008)*

4A8A ~~Mandatory~~ ~~All~~ ~~s~~ Student fees must be established by the Board of Trustees and must be expressly authorized by State law.

~~4A8B~~ ~~Fee waivers may be approved by the College President or designee in accordance with law.~~

4A8BC **Enrollment Fee** – Unless expressly exempted, or entitled to a waiver, all students enrolling in credit courses shall pay the enrollment fee established by law. (Education Code Section 76300, Title 5 Sections 58500-58508) K-12 students admitted as special part-time students, ~~and enrolled for college credit, pursuant to Education Code Section 76300(f)~~ are exempt from paying the enrollment fee. ~~Special full-time or part-time students enrolled in college courses for high school and college credit are not subject to the enrollment fee, and no waiver or exemption is necessary.~~ *(Revised November 6, 2008)*

Prior to the last day of open registration, students will be dropped for non-payment of enrollment and tuition fees of ~~one~~ two hundred dollars (\$~~1~~200.00) or more, ten (10) days after the date that they registered for the particular course(s). Students whose unpaid enrollment and tuition fees are less than ~~one~~ two hundred dollars (\$~~1~~200.00) will have holds placed on their transcripts, grades, and diplomas until their enrollment fees are paid. *(Revised December 13, 2007)*

Beginning with the first day of the term, students owing ~~one~~ two hundred dollars (\$~~1~~200.00) or more will not be dropped for non-payment of enrollment fees; however, these students will have holds placed on their transcripts, grades, diplomas, and registration privileges until ~~their~~

enrollment all fees are paid. Students whose unpaid enrollment fees are less than ~~one~~ two hundred dollars (\$~~1~~200.00) will have holds placed on their transcripts, grades, and diplomas until all their enrollment fees are paid. ~~(Revised December 13, 2007)~~

See **Procedure 4A8C(a)** of this Manual for Enrollment Fee Refund procedures.

Enrollment fee waivers will be granted according to law. See **Procedure 4A8C(b)** of this Manual for Enrollment Fee Waivers.

4A8C **Nonresident enrollment fees and tuition** – Unless expressly exempted, or entitled to a waiver, nNonresident students shall be charged nonresident fees and tuition for all units enrolled, unless otherwise required by law. The nonresident tuition fee shall be set by the governing board for each community college district not later than February 1 of each year for the succeeding fiscal year. Nonresident students shall not be reported as full-time equivalent students (FTES) for state apportionment purposes. (Education Code Sections 76140 and 76140.5). Nonresident tuition with these permissive exemptions Permissive exemptions from nonresident tuition and fees apply to the following students: (Education Code 76140, 76140.5, and 76001)

A community college district may admit, and shall charge a tuition fee to nonresident students except for Nonresident tuition with these permissive exemptions (Education Code Sections 76140 and 76140.5):

All nonresident students enrolling for enrolled in 6 or fewer units (Education Code §76140); or

Any nonresident who is both a citizen and a resident of a foreign country who has demonstrated a financial need will be exempted. Not more than 10 percent of the nonresident foreign students attending any community college district may be so exempted. (Education Code §76140)

A special part-time student, admitted pursuant to Section 76001 and 76140, who is concurrently enrolled in a high school and community college course (Education Code 76001 and 76002).

A student who is a citizen and resident of a foreign country who demonstrates financial need; and this required exemption (Education Code Section 68130.5)

All students, other than nonimmigrant aliens under 8 U.S.C. 1101(a)(15), who meet the following requirements: Hhigh school attendance in California for three or more years;

A student who graduates Graduation from a California high school or attainment of attains the equivalent thereof;

Registration or enrollment A student who registers or enrolls in a course

offered for any term commencing on or after January 1, 2002;

Completion of A student who completes a form verifying eligibility for this nonresident tuition exemption; and

In the case of a student without lawful immigration status, the filing of an affidavit that the student she/he has filed an application to legalize her/his immigration status, or will file an application as soon as he or she is eligible to do so.

A student in her/his first academic year as a matriculated student in a California community college who will be living in California and will file an affidavit with the institution that she/he intends to establish residency in California;

A special part-time student, admitted pursuant to Section 76001 and 76140. who is concurrently enrolled in a high school and community college course (Education Code 76001 and 76002). (moved language)

Non-resident tuition – A non-resident student who is a citizen and resident of a foreign country who demonstrates financial need will be exempted. (Education Code Sections 76140 and 76140.5)

Admin 09/29/14
Admin 10/13/14
ChC 11/18/14
Admin 12/08/14
ChC 12/16/14
ChC 1/13/15