

Coast Community College District
Board Policy
Chapter 5
Student Services

BP 5030 Fees

References:

Education Code Sections 76060.5, 76140, 76141, 76300, 76355, 76360, 76365, 76370
California Code of Regulations, Title 5, Sections 58500-58503

The Board shall levy fees in accordance with provisions of the Education Code and the California Code of Regulations Title 5. The fee amounts are as prescribed in the District Fee Schedule (Administrative Procedure 5030).

Fees Collected at Time of Enrollment

Enrollment Fee. Each student, except for those noted below, enrolling in a credit course will be charged an enrollment fee as prescribed in the Education Code Section 76300 and pursuant to the California Code of Regulations, Title 5, Sections 58500-58503. The Enrollment Fee requirement shall be defrayed for any student who, at the time of enrollment, is a recipient of benefits under the Aid to Families with Dependent Children Program, the Supplementary Security Income/State Supplementary Program, a general assistance program, or is a current high school student.

Non-Resident Tuition Fee. Students who are determined to be non-residents of California for community college attendance purposes, according to the Policy for student residence classification, are required to pay non-resident tuition as established by the Board in accordance with Education Code Section 76140. The non-resident tuition fee is established by the Board no later than March 1 of each year for the succeeding year.

Capital Outlay Fee. In accordance with Education Code Section 76141, students required to pay a non-resident tuition fee will also pay a capital outlay fee, except as noted herein. A student who can demonstrate economic hardship or who is a victim of persecution or discrimination in the country in which the student is a citizen and resident, is exempt from this fee. "Economic hardship" is defined as a recipient of benefits under the Temporary Assistance for Needy Families program described in Part A of Title IV of the Social Security Act, the Supplemental Income/State Supplementary Program, or a general assistance program. Active duty military students and their dependents who either are enrolled in the Military Programs administered by Coastline Community College or who are enrolled only in fully online classes at any college in the District are exempt from this fee. This fee may not exceed 50% of the non-resident tuition. This fee may not exceed the amount that was expended by the District for capital outlay in the preceding fiscal year divided by the total full-time equivalent students of the District in the preceding fiscal year. This fee may be expended only for purposes of capital outlay, maintenance, and equipment.

Course/Instructional Materials Fee. In accordance with Education Code Section 76365 and California Code of Regulations, Title 5, Sections 59400-59408, the District shall provide instructional and other materials free of charge to students except for certain required

instructional materials as explained in the following paragraph, which the student shall purchase from the District at cost.

A fee may be charged for required instructional and other materials which are of continuing value outside of the classroom setting. These are materials which can be taken from the classroom setting, and which are not wholly consumed, used up, or rendered valueless as they are applied in achieving the required objectives of a course which are to be accomplished under the supervision of an instructor during class hours.

Such fees will cover actual District costs. Instructional Materials fees are established by the Board. Individual course fees are contained in the class schedule of each of the District colleges. Students may choose to provide the materials in lieu of paying the Instructional Materials fees.

Parking Fee. In accordance with Education Code Section 76360, students utilizing the parking lots at Orange Coast, Golden West, and Coastline Colleges must obtain a parking permit at a cost specified in the fee schedule (Administrative Procedure 5350). In accordance to Education Code Section 76360(c), students who receive financial assistance pursuant to any programs described in Education Code Section 76300(g) shall be exempt from parking fees that exceed \$30 per semester.

The parking fee generally may not exceed the District's actual cost of providing parking services. The only exception to this, as detailed in Education Code Section 76360(b), is if the fee is used to fund the construction of an on-campus parking facility.

To encourage ridesharing and carpooling, the fee shall not exceed thirty-five dollars per semester and fifteen dollars per intersession for a student who certifies, in accordance with procedures established by the District, that he or she regularly has two or more passengers commuting to the community college with him or her in the vehicle parked at the community college.

Auditing Fee. The District, pursuant to California Education Code Section 76370, permits limited auditing when in the opinion of the College President or his/her designee a student may be adversely affected due to circumstances beyond the student's control or that a program of the college will benefit from the attendance of the student. No student auditing a course shall be permitted to change his/her enrollment status in that course to receive credit for the course. Priority in class enrollment shall be given to students desiring to take the course for credit. Classroom attendance of students auditing a course shall not be included in computing the apportionment due the District. The auditing fee amount is listed in the Fee Schedule (Administrative Procedure 5030).

Health Services Fee. Each student enrolling in one or more courses at Coastline, Golden West, or Orange Coast Colleges shall be charged a fee in accordance with Education Code Section 76355 for health supervision and services including the operation of student health centers. Health Services fees for Golden West College, Coastline Community College, and Orange Coast College shall be established each academic year based on the previous year plus the same percentage increase as the Implicit Price Deflator for State and Local Government Purchase of Goods and Services, which is not to exceed \$1.

In accordance with Education Code Section 76355, the following category of students shall be exempt from the Health Services Fee:

- 1) Students who depend exclusively upon prayer for healing in accordance with the teachings of a bona fide religious sect, denomination, or organization.
- 2) Students enrolled in an approved apprenticeship training program.
- 3) Students enrolled only in courses of two weeks or less duration.
- 4) Students enrolled only in noncredit courses.
- 5) Students enrolled only in study abroad programs or only in study abroad programs and noncredit courses.
- 6) Students who are incarcerated.

In addition, high school students enrolled in classes offered by the colleges in the District through dual enrollment or College and Career Access Pathway (CCAP) agreements shall be exempt from the Health Services Fee.

Authorized expenditures shall not include, among other things, athletic trainers' salaries, athletic insurance, medical supplies for athletics, physical examinations for intercollegiate athletics, ambulance services, the salaries of health professionals for athletic events, any deductible portion of accident claims filed for athletic team members, or any other expense that is not available to all students. No student shall be denied a service supported by student health fees on account of participation in athletic programs.

Student Representation Fee. Pursuant to Education Code Section 76060.5, a student representation fee of two dollars per term shall be collected, together with all other fees, at the time of registration or before registration, and shall be deposited in a separate fiduciary fund established per the California Community Colleges Budget and Accounting Manual for student representation fees. The money collected shall be expended to provide support for governmental affairs representatives of local or statewide student body organizations who may be stating their positions and viewpoints before city, county, and district governments and before offices and agencies of state government. One dollar of every two-dollar fee collected shall be expended to establish and support the operations of a statewide community college student organization, recognized by the Board of Governors of the California Community Colleges, with effective student representation and participation in state-level community college shared governance and with governmental affairs representatives to advocate before the legislature and other state and local governmental entities. Half of the Student Representation Fees collected shall be distributed to the California Board of Governors before February 1 of each year. The other half of the Student Representation Fees collected shall be in the custody of the Vice Chancellor, Finance and Administrative Services, and this money shall be disbursed upon the request of the governing board of the student body association. Students may refuse to pay the student representation fee. The District shall provide the student a means to refuse to pay the student representation fee on the same form that is used for collection of fees, which, as determined by the District, shall be as nearly as practical in the same form as a model form prescribed by Title 5 regulations.

Other Fees

Student Records Fee (Transcripts/Verifications). Pursuant to Education Code Section 76223, a transcript and/or verification fee not to exceed the actual cost of furnishing the transcript or the verification will be charged except that each student shall be entitled to two free copies of his or her college transcript or two free verifications or combination thereof.

Community Services Charges. Pursuant to Education Code Section 78300, a charge for community services offerings will be assessed to each person for services received. Charges are established per event or class at the time of the approval by the Board.

International Student Application Fee. In accordance with Education Code Section 76142, an application fee will be charged to international students to help offset the staff time involved to process all documents, prepare and issue the I-20 form. This fee applies only if the student is both a citizen and a resident of a foreign country.

No processing fee shall be charged to an applicant who would be eligible for an exemption from nonresident tuition pursuant to Education Code Section 76140 or who can demonstrate economic hardship. Economic hardship includes the financial circumstances of a person who is a victim of persecution or discrimination in the foreign country in which the applicant is a citizen and resident, or who is a recipient of benefits under the Temporary Assistance for Needy Families program described in Parts A and F of Title IV of the Social Security Act, the Supplemental Income/State Supplementary Program, or a general assistance program.

Voluntary Payments. The Chancellor is authorized to develop a schedule of voluntary charges (non-mandatory assessments) for goods and services which the student may or may not choose to receive. Voluntary charges may include, but are not necessarily limited to, College Service charge; prior learning assessment services; Cosmetology Services charges (Golden West College); assessments for duplicate Continuing Education Certificates; assessments for duplicate copies of student programs; assessments for Gold Key cards; assessments for library cards; assessments for locker contents removal/storage; assessments for lost student identification cards; assessments for placement services; and, assessments for towel usage. Voluntary payments shall reasonably approximate the cost of the goods or services and shall be posted where goods and services are available or shall be published in appropriate college publications.

Adopted January 28, 1987

Revised May 7, 1997

Revised July 21, 2004

Revised January 18, 2006

Renumbered from CCCD Policy 030-1-3, Fall 2010

Revised February 8, 2012

Revised November 4, 2015

Revised February 1, 2017

Revised May 16, 2018

Revised June 19, 2019

Revised December 11, 2019

Revised April 22, 2020