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| Policy Change | <input checked="" type="checkbox"/> | Subject Matter Area Review | <input checked="" type="checkbox"/> |
| Procedure Change | <input checked="" type="checkbox"/> | Constituency Group Review | <input checked="" type="checkbox"/> |
| New Policy | <input type="checkbox"/> | District Council | <input type="checkbox"/> |
| New Procedure | <input type="checkbox"/> | Board 1 st Reading | <input type="checkbox"/> |
| | | Board 2 nd Reading | <input type="checkbox"/> |

KEY:
BOLD= new language
~~strickethrough=~~ delete language

Comments:
CCLC Spring/Fall 2015 Update

Referred to:

Edited:
 12/16/15



Yosemite Community College District Policies and Administrative Procedures

No. 5030

Policy

5030 Fees

The Board authorizes the following fees. The Chancellor shall establish procedures for the collection, deposit, waiver, refund, and accounting for fees as required by law. The procedures shall also assure those who are exempt from or for whom the fee is waived are properly enrolled and accounted for. Fee amounts shall be published in the College catalogs.

NOTE: For those Districts with Baccalaureate Degree Pilot Programs.

Baccalaureate Degree Pilot Program Fees:
Reference: Title 5 Section [58520](#)

Each student shall be charged a fee in addition to an enrollment fee for upper division coursework in a baccalaureate degree pilot program.

Course Auditing Fees:
Reference: Education Code Section [76370](#)

Persons auditing a course shall be charged a **fee not to exceed \$15.00** per unit ~~fee each~~ **per term semester. The fee amount shall be adjusted proportionally based upon the term length.** Students enrolled in classes to receive credit for 10 or more semester credit units shall not be charged this fee to audit three or fewer units per semester.

Enrollment Fee:
Reference: Education Code Section [76300](#)

Each student shall be charged a fee for enrolling in credit courses as required by law.

Health Fee:
Reference: Education Code Section [76355](#)

The District shall charge each student a health fee as authorized by ~~eE~~ Education ~~eC~~ Code ~~s~~Section 76355.

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2 The Chancellor shall present to the Board for approval a fee to be charged to each
3 student for student health services.
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5 **Instructional Materials Fee:**

6 **Reference:** Education Code Section [76365](#); Title 5, Sections [59400](#), et seq.

7 Students may be required to provide required instructional and other materials for a
8 credit or non-credit course, provided such materials are of continuing value to the
9 student outside the classroom and provided that such materials are not solely or
10 exclusively available from the District.
11

12 **Parking Fee:**

13 **Reference:** Education Code Section [76360](#)

14 Students shall be required to pay a parking fee each term as authorized by Education
15 Code [Section 76360](#).
16

17 The Chancellor shall present for Board approval fees for parking for students.
18

19 **Physical Education Facilities Fee:**

20 **Reference:** Education Code Section [76395](#)

21 Where the District incurs additional expenses because a physical education course is
22 required to use non-district facilities, students enrolled in the course shall be charged a
23 fee for participating in the course. Such fee shall not exceed the student's calculated
24 share of the additional expenses incurred by the District.
25

26 **Student Activities Fee:**

27 **Reference:** California Community Colleges Chancellor's Office Student Fee Handbook

28 The Associated Student organization at each college may charge students a student
29 activity fee. By statute, the student activity fee is optional. The purchase of the student
30 activity fee typically provides students with discounts or entry to college events and/or
31 discounts with participating local businesses.
32

33 **Student Center Fee:**

34 **Reference:** Education Code Section [76375](#)

35 A Student Center Fee is assessed for the purpose of financing, constructing, enlarging,
36 remodeling, refurbishing, and operating a student body center.
37

38 **Student Representation Fee:**

39 **Reference:** Education Code Section [76060.5](#)

40 Students will be charged a fee per term to be used to provide support for student
41 governmental affairs representation. A student may refuse to pay the fee for religious,
42 political, financial or moral reasons and shall submit such refusal in writing.

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Transcript and Verification Fees:

Reference: Education Code Section [76223](#)

The District shall charge a reasonable amount for furnishing copies of any student record to a student or former student. The Chancellor is authorized to establish the fee, which shall not to exceed the actual cost of furnishing copies of any student record. No charge shall be made for furnishing up to two transcripts of students' records, or for two verifications of various records. There shall be no charge for searching for or retrieving any student record.

References:

Education Code Sections [76300](#), et seq.; [ACCJC Accreditation Standards I.C.6](#); [Title 5 Section 58520](#)

Adopted: June 28, 2004

Revision Adopted: April 8, 2009

Last Reviewed:

Administrative Procedure

5030 Fees

- I. All Students enrolled in credit or non-credit courses will be charged the State approved maximum health fee.
 - A. Exceptions **by Education Code Section 76355:**
 - A. 1. Indentured apprentice enrolled in apprenticeship classes only
 - B. 2. Those who depend exclusively on prayer for healing (appropriate documentation must be filed **with the Dean of Student Services**)
 - B. **College Exceptions:**
 - C. 1. Those who are surviving spouse of members of the California National Guard who were killed or prematurely disabled while in the active service of the United States.
 2. **Those who are enrolled in short-term courses of 16 hours or less duration.**
 3. **Those who enroll in courses offered outside of the YCCD area.**
 4. **Off-Campus Contract Education Courses.**
- II. Other Exceptions to this policy must be authorized by the College President.

III. Waiver of Fees

The District may waive enrollment fees which were not collected in a previous session where the enrollment fees were not collected as a result of the District's error in awarding a Board of Governors Fee Waiver to an ineligible student and not through the fault of the student, and to collect the enrollment fee would cause the student undue hardship.

References:

Education Code Sections [76355](#), [70902\(b\)\(9\)](#), [76300](#), [76300.5](#), and [66025.3](#); Title 5 Sections [51012](#), [58520](#), [58629](#); [California Community College Chancellor's Office \(CCCCO\) Student Fee Handbook](#); [ACCJC Accreditation Standard I.C.6](#)

Procedure Last Revised: April 11, 2007

Last Reviewed: