



Butte-Glenn Community College District

ADMINISTRATIVE PROCEDURE

AP 5020 – NONRESIDENT TUITION

Approved by Leadership: March 2014

Reference: Education Code Sections 68130.5 and 76140 et seq.; Title 5 Section 54045.5; California Community Colleges Budget and Accounting Manual

The District may adopt and charge a tuition fee to nonresident students. The nonresident tuition fee will be set annually by the Board of Trustees. This fee shall be set not later than February 1 of each year for the succeeding year. The fee shall reflect the current expense of education as defined by the California Community Colleges Budget and Accounting Manual. The fee shall be based on the total number of units enrolled and will be increased by the projected percent increase in the United States Consumer Price Index. The amounts to be charged are published in the catalog and schedule of classes. The nonresident tuition fee will be calculated using one of the following options allowed by Education Code Section 76140:

- The statewide average cost;
- District average cost;
- District average cost with 10% or more noncredit FTES;
- The average cost of a contiguous district;
- No more than district average cost; no less than statewide average cost;
- Highest year statewide average tuition; or
- No more than 12 comparable states' average tuition.

Nonresident tuition fees are refundable for courses dropped during the refund period. Students forced to drop a course after the refund deadline due to extenuating circumstances beyond their control may file a Student Refund Appeal form with the Chief Student Services Officer or designee of the district and, if approved, may receive a full or prorated refund.

An exemption was created by AB 540 for any students, other than non-immigrant aliens under 8 U.S. Code Section 1101(a)(15), who meet all of the following requirements:

- high school attendance in California for three or more years;
- graduation from a California high school or attainment of the equivalent thereof;
- registration or enrollment in a course offered for any term commencing on or after January 1, 2002;
- completion of a questionnaire form prescribed by the State Chancellor's Office 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 has filed an application to legalize his/her immigration status, or will file an application as soon as he/she is eligible to do so.

Students must complete the California Nonresident Tuition Exemption Request form to be eligible for this exemption.

Additional exemptions may be allowed for non-resident tuition per California Education Code and Title V regulations. See current California Education Code and Title V regulations for current exemptions.