



BP 5030 Fees

References: Education Code Sections 76300, et seq.; Chancellor's Office Student Fee Handbook; Title 5 Section 58520; ACCJC Accreditation Standard I.C.6

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The Board authorizes the following fees. The Superintendent/President shall establish procedures for the collection, deposit, waiver, refund, and accounting for fees as required by law. The procedures shall also ensure 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.

Enrollment fee (Education Code Section 76300)

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

Course Auditing fees (Education Code 76370)

Persons auditing a course shall be charged a fee of not more than \$15.00 per unit per semester. 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.

Health fee (Education Code Section 76355)

The President/Superintendent or designee shall present to the board for approval a fee to be charged to each credit student for student health services.

Instructional materials (Education Code Section 76365; Title 5, Sections 59400, et seq.)

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

Physical Education Facilities (Education Code 76395)

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

Student Representation fee (Education Code 76060.5)

Students will be charged a \$2 fee per semester to provide support for student governmental affairs representation. A student may refuse to pay the fee for religious, political, financial, or moral reasons and shall submit such refusal in writing.

Student Transportation Costs (Education Code 76361)

Students shall be charged a fee for the purpose of recovering transportation costs incurred by the district for services provided by common carriers to students. These fees will only be paid by students who use the transportation services, unless a vote of the students in accordance with the Education Code establishes otherwise. The Superintendent/President shall present for board approval fees for transportation for students.

Transcript fees (Education Code 76223)

The District shall charge a reasonable amount for furnishing copies of any student record to a student or former student. The Superintendent/President is authorized to establish the fee, which shall not 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.

Technology Access Fee (Student Fee Handbook)

Students shall be charged a fee for costs associated with the purchase of computers, maintenance of such computers, or other related technology costs. A student may refuse to pay the fee and shall submit such refusal in writing.

See Administrative Procedure 5030