

PROCEDURE

3131-C

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TITLE: Waiver Decisions
NUMBER: 3131-C
AUTHORIZED BY THE PRESIDENT: June 20, 2004

Authority

The President is authorized by the Board of Trustees to determine the fee schedule for contract courses and programs. See June 8, 2004 budget memorandum to the Board of Trustees.

Purpose

The purpose of International Student waivers is:

- To increase opportunities for less affluent international students to afford the financial burden of participating in the program.
- To assist students whose financial circumstances may have been changed by illness, family financial problems, unforeseen living costs or other financial emergencies.
- To increase recruiting effectiveness.

Amount Available

The College may waive up to 5% of revenues charged for non-resident fees as established by the State Board for Community and Technical Colleges, plus the equivalent of any special fees charged by the College. The waiver or discount may be for particular international students, for a particular quarter or across the board.

Waiver Responsibility

The College President or his/her designee shall determine who will receive waivers. The President will normally confer with the International Education Program Director and / or seek out additional information from the students or their families when considering waivers.

The primary purpose of international waivers is to attend to individual student situations in order to meet their immediate needs while strengthening the total program.

