

Section Four—Students/Instructional Services
Governance Processes Relative to the
District Board Policy Manual
and Collegial Consultation
With Academic Senates

Employ the Process of Mutual Agreement

Policies: None

Procedures: None

Appendices: None

Rely Primarily Upon the Advice and Judgment

- Policies:**
- (1) **4A2**, Student Responsibilities (*includes Policies 4A2A through 4A2G*)
 - (2) **4A3**, Matriculation (*includes Policies 4A3A through 4A3G*)
 - (3) **4A4**, Prerequisites, Corequisites, and Advisories on Recommended Preparation (*includes Policies 4A4A through 4A4E*)
 - (4) **4A6**, Admission to Impacted Programs (*includes Policies 4A6A through 4A6K*)
 - (5) **4A8**, Instructional and Other Materials (*includes Policies 4A8A through 4A8D*)
 - (6) **4A9**, Instructional and Other Materials (*includes Policies 4A9A through 4A9D*)
 - (7) **4B1**, Educational Programs (*includes Policies 4B1A through 4B1D1*)
 - (8) **4B3**, Distance Education
 - (9) **4B5**, Program Review
 - (10) **4B7**, Articulation (*includes Policies 4B7A through 4B7C*)
 - (11) **4B9**, Student field trips, excursions, transportation (*includes Policies 4B9A through 4B9C*)

Rely Primarily Upon the Advice and Judgment (continued)

- (12) **4B9A**, (re: guest/visitors) *(includes Policies 4B9A1 through 4B9A7)*
- (13) **4B9B** (re: guest/visitors)
- (14) **4B10**, Controversial Issues in Curriculum *(includes Policies 4B10A through 4B10C)*
- (15) **4C**, Academic Regulations *(includes Policies 4C1 through 4C7)*
- (16) **4D**, Minimum Graduation Requirements *(includes Policies 4D1 through 4D1G)*

Procedures: None

Appendices: None

Proposed Addition to
Kern Community College District Board Policy Manual
Section Four - Students Instructional

Governance Process: Rely Primarily Upon the Advice and Judgment

Reason for Revision: To Establish District Policy

4A8 Student Fees *(Revised November 6, 2008)* *(revised 10/2014)*

- 4A8A** Mandatory student fees must be established by the Board of Trustees and must be expressly authorized by State law.
- 4A8B** Fee waivers may be approved by the College President or designee in accordance with law.
- 4A8C** **Enrollment Fee** – Unless expressly exempted, or entitled to a waiver, all students enrolling in credit courses shall pay the enrollment fee established by law. (Education Code Section 76300, Title 5 Sections 58500-58508) K-12 students admitted as special part-time students, and enrolled for college credit, pursuant to Education Code Section 76300(f) are exempt from paying the enrollment fee. Special full-time or part-time students enrolled in college courses for high school and college credit are not subject to the enrollment fee, and no waiver or exemption is necessary. *(Revised November 6, 2008)*

Prior to the last day of open registration, students will be dropped for non-payment of enrollment and tuition fees of ~~one~~ two hundred dollars (\$~~1~~200.00) or more, ten (10) days after the date that they registered for the particular course(s). Students whose unpaid enrollment and tuition fees are less than ~~one~~ two hundred dollars (\$~~1~~200.00) will have holds placed on their transcripts, grades, and diplomas until their enrollment fees are paid. *(Revised December 13, 2007)*

Beginning with the first day of the term, students owing ~~one~~ two hundred dollars (\$~~1~~200.00) or more will not be dropped for non-payment of enrollment fees; however, these students will have holds placed on their transcripts, grades, diplomas, and registration privileges until their enrollment fees are paid. Students whose unpaid enrollment fees are less than ~~one~~ two hundred dollars (\$~~1~~200.00) will have holds placed on their transcripts, grades, and diplomas until their enrollment fees are paid.

(Revised December 13, 2007)

See **Procedure 4A8C(a)** of this Manual for Enrollment Fee Refund procedures.

Enrollment fee waivers will be granted according to law. See **Procedure 4A8C(b)** of this Manual for Enrollment Fee Waivers.

4A8D **Nonresident fees – Nonresident tuition with these permissive exemptions (Education Code Sections 76140 and 76140.5):**

All nonresident students enrolling for 6 or fewer units; or

A student who is a citizen and resident of a foreign country who demonstrates financial need; and this required exemption (Education Code Section 68130.5)

All students, other than nonimmigrant aliens under 8 U.S.C. 1101(a)(15), who meet 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 form 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 her/his immigration status, or will file an application as soon as he or she is eligible to do so.

Non-resident tuition. A non-resident student who is a citizen and resident of a foreign country who demonstrates financial need will be exempted. (Education Code Sections 76140 and 76140.5)