

Policy Manual(DRAFT)



<b>Title:</b> Full Cost of Instruction Requirement	<b>Number:</b> 6Hx2-6.33
<b>Legal Authority:</b> <del>HB 1545 and SB 1794 amendments to Fla. Statutes 239.301, 240.117, 240.124</del> Fla. Statutes 1009.285, 1009.28	<b>Page:</b> 1 of 2

**GENERAL STATEMENT**

~~In accordance with House Bill 1545/Senate Bill 1794 amends sections 239.301, 240.117, and 240.124 of the Florida Statutes- 1009.28, relating to the fees assessed a students enrolled in the same more than twice in college preparatory instruction . The Senate Bill requires that effective Fall, 1999, a student enrolled in the same college preparatory class within a skill area more than twice or a student enrolled in college credit courses for a third time shall pay fees at 100 percent of the full cost of instruction. Further, in accordance with Florida Statute 1009.285, students enrolled in the same undergraduate college credit course more than twice shall pay tuition at 100 percent of the full cost of instruction. Students assessed the full cost of instruction and shall not be included in calculations of full-time equivalent enrollments for state funding purposes unless the student is granted an exception due to extenuating circumstances and/or financial hardship.~~

The President is authorized to issue implementing procedures to waive the 100 percent fee requirement one time for each course based upon extenuating circumstances and to waive the additional matriculation fees for continued enrollment in a college-preparatory or college-credit class contingent upon a student's financial hardship in accordance with guidelines promulgated by the ~~Division of Community Colleges~~ State Board of Education.

The President is further authorized to issue implementing procedures to notify students about instructional programs that provide students with alternatives to traditional college preparatory instruction, including private provider instruction.

**THE POLICY and THE STUDENT**

Florida law requires colleges to assess students the full cost of instruction after the second attempt in the same course. Students who withdraw or fail a class due to extenuating circumstances may be granted an exception only once for each class. Exceptions to the full cost of instruction may not be made for the repeat of coursework more than two times to increase grade point average or to meet minimum course grade requirements.

**THE POLICY and THE FACULTY AND STAFF**

Faculty and staff are required to comply with applicable State and College rules regarding the assessment and exceptions to the 100 percent fee requirement

<b>History:</b> Issued on October 1, 1997; revised, and re-titled on June 23, 1999		AGENDA ITEM <u>VII-H</u>	
		FEB 23 2000	
<b>Approved by the Board of Trustees</b>	<b>Date</b> 00/00/00	<b>President's Signature</b> ENCLOSURE <u>29</u>	<b>Date</b> 00/00/00

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## IMPLEMENTATION and OVERSIGHT

The Vice President for Student Affairs has responsibility for the implementation of the Student adherence to this policy and the Chief Financial Officer has responsibility for the implementation and oversight of this policy.

## VIOLATION OF POLICY

Alleged violations of this policy shall be investigated by the Vice President for Student Affairs with assistance from the Chief Financial Officer and the Vice President for Human Resources and Equity to determine the appropriate course of disciplinary action, up to and including termination.

## DEFINITIONS

College-Preparatory Class – class designed to assist students in acquiring skills necessary for succeeding in college-level courses.

Full Cost of Instruction – the equivalent of the non-resident tuition charges that students are assessed for a third course attempt.

AGENDA ITEM VII-H

FEB 24 2000

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