

A. Student Enrollment Fee (Education Code §76300; 5CCR 58500-58509)

All students enrolling in credit classes shall pay an enrollment fee as prescribed by state law.

B. Baccalaureate Degree Program Fees (Title 5 §58520)

Each student shall be charged a fee in addition to an enrollment fee for upper-division coursework in a baccalaureate degree program.

C. Nonresident Tuition Fee (Education Code §76140, 76140.5)

The district establishes a nonresident tuition fee no later than February 1 for the succeeding fiscal year for all nonresident students. These fees are due and payable at the time of registration. Exemptions from nonresident classification are evaluated and determined by the Admissions and Records office or the Dean of Admissions and Student Support.

For information on permissive exemptions (Education Code Sections 76140 and 76140.5):

- All nonresident students enrolling in 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. Code Section 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;

MiraCosta Community College District

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References:	Education Code § 66025.3, 68120, 70902(b)(9), 76300, 76300.5, and 68120 Title 5, §51012, 58520, 58269 California Community Colleges Chancellor's Office (CCCCO) Student Fee Handbook www.cccco.edu/divisions/legalstudentfeehandbook_files/studentfeehandbook.htm ACCJC Accreditation Standard I.C.6
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- completion of a questionnaire form prescribed by the California Community Colleges 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/their immigration status or will file an application as soon as he/she/they is eligible to do so.
- A nonresident, low-income student who is a resident of Mexico and meets all of the following criteria:
 - registers for lower division courses;
 - has residence within 45 miles of the California-Mexico border for at least one year immediately before seeking the fee exemption;
 - Completion an AB91 Nonresident Tuition Exemption Affidavit.
 - A nonresident student who enrolls in a credit English as a Second Language (ESL) course at the district and who is any of the following:
 1. A recent immigrant, as defined in 8 U.S. Code Section 1101(a)(15);
 2. A recent refugee, as defined in 8 U.S. Code Section 1101(a)(42); or
 3. A person who has been granted asylum by the United States, as defined in 8 U.S. Code Section 1158.

This exemption applies only to individuals who, upon entering the United States, settled in California and who have resided in California for less than one year. This exemption applies only to the tuition fee for credit ESL courses.

D. Health Services Fee (Education Code §76355)

All students enrolled in credit courses and taking any number of credit units will pay a health-services fee as prescribed by the Board of Trustees.

Students enrolled in credit courses conducted at locations other than the Oceanside Campus, San Elijo Campus, or the Community Learning Center must also pay the health services fee. Companies or school districts that arrange for MiraCosta College to conduct classes at off-site locations may request a waiver of the health fee by providing proof of accident insurance. Arrangements for a fee waiver must be made with the Office of Instruction at the time negotiations are conducted for off-site classes.

The following are exempt from paying the Health Services fee:

1. Students who are in an approved apprenticeship-training program.
2. Students who are enrolled in noncredit courses are not required to pay the health services fee; however, they may elect to do so if they want to avail themselves of the services.
3. Students who depend exclusively upon prayer for healing in accordance with the teachings of a bona fide religious sect, denomination, or organization.
4. Students concurrently enrolled in a high school.

E. Student Parking Fee (Education Code §76360)

Students using district parking facilities must register their vehicles and pay a parking fee. This fee shall be approved by the board and charged each semester and summer session. A parking permit must be properly displayed according to current procedures. College Police are authorized to enforce all on-campus parking regulations.

F. Capital Outlay Fee (Education Code §76141)

The California Legislature authorizes community college districts to charge a capital outlay fee for students who are both citizens and residents of a foreign country. This fee may be established no later than February 1 for the succeeding fiscal year for all nonresident students who attend public community colleges.

The capital outlay fee may be charged in addition to other enrollment and nonresident fees. Revenue from any fee charged as a capital outlay fee shall be expended only for purposes of capital outlay, maintenance and equipment.

Any student who can demonstrate economic hardship or who is a victim of persecution or discrimination in the country in which the student is a citizen and resident is exempt from this fee. The exemption is authorized, on a per-semester basis, when a student meets the criteria above. The student will be deemed to have met the economic hardship criteria when the student has met the eligibility criteria for benefits under the Aid to Families with Dependent Children program, the Supplemental Income/State Supplementary Program, or a general-assistance program.

G. Nonresident Capital Outlay Fee (Education Code §76141)

A district may also charge nonresident students a capital outlay fee. This portion of the Education Code was amended by AB 947 (Chapter 377, statutes of 2009) to now charge this capital outlay fee to any nonresident student, except AB 540 students, who will continue to be exempt from this fee. AB 947 deleted the condition that a nonresident student capital fee will be charged only to nonresidents who were citizens and residents of a foreign country.

H. Instructional Materials Fee (Education Code §76365; Title 5 §59400)

Students may be charged a materials fee when a product or item of any kind is produced in class and when that item becomes the property of the student. The amount of this fee can vary for each class since students pay only for the actual cost of materials. Student-fee collection is under the Bursar.

I. Student Representation Fee (Education Code §76060)

All students will be charged a \$2 student representation fee each semester. This fee goes to the Associated Student Government (ASG) to fund student advocacy efforts for student leaders and student representatives to state their positions and viewpoints on behalf of MiraCosta College students before local, state, and federal governments, as well as other public agencies. A student may opt out of the fee.

J. Transcript Fee (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. No charge may be made to search for or to retrieve any student record.

K. Child Development Center Fee (Education Code §79121 et seq., 66060)

The Child Development Center shall be operated as a laboratory school rather than as a drop in childcare facility, with enrollment priority given to children of students and staff. Children of parents not associated with the district may be enrolled on a space available basis. The board will periodically review fees charged by the center and approve any modifications. Fees for MiraCosta students will be on a sliding scale based on the student credit-course load. Information on current fees will be made available in the Child Development Center Office.

L. Student Center Fee (Education Code §76375; 5 California Code of Regulations §58510)

Students enrolled in credit classes will be charged a student center fee of one dollar (\$1) per credit unit with a maximum of ten dollars (\$10) per fiscal year (July 1 to June 30).

The following are exempt from paying the Student Center fee:

1. Students on TANF, SSI, or General Relief who submit supporting documentation demonstrating current benefits to the Cashier's Office.
2. Students concurrently enrolled in a high school.

M. Penalty and Processing Fee

Students who write checks backed by insufficient funds or who establish indebtedness to the district in any way shall be required to pay a ten dollar (\$10) penalty and/or a ten dollar (\$10) processing fee.

N. Waivers (Education Code §76300)

A waiver may be authorized on a per-semester basis when a student meets the criteria. The district shall assure students enrolled in credit courses who are exempt from or for whom the fee is waived are properly enrolled and accounted for.

Prohibited fees

Prohibited fees include, but are not limited to the following (see California Community Colleges Chancellor's Office [CCCCO] Student Fee Handbook for a more comprehensive list):

1. Late application (CCCCO Student Fee Handbook)
2. Add/Drop (CCCCO Student Fee Handbook)
3. Mandatory student activities (CCCCO Student Fee Handbook)
4. Mandatory student identification cards (CCCCO Student Fee Handbook)
5. Fees charged through student-body organizations (CCCCO Student Fee Handbook)

6. Nonresident application (CCCCO Student Fee Handbook)
7. Field trip, unless students who do not have sufficient funds are exempted (5 California Code of Regulations §§66560, 55451)
8. For dependents of certain veterans (Education Code §66025.3)
9. For dependents of certain victims of the September 11, 2001, terrorist attacks (CCCCO Student Fee Handbook)
10. For certain recipients of the Congressional Medal of Honor and certain children of the recipients of the Congressional Medal of Honor (Education Code §66025.3)
11. For surviving spouses and children of a firefighter employed by the federal government whose duty assignment involved the performance of firefighting services in California (Education Code Section 68120)
12. For students who have been exonerated of a crime through writ of habeas corpus or pardon that meet certain conditions (Education Code Section 69000)
13. Required or funded services (CCCCO Student Fee Handbook)
14. Refundable deposits (CCCCO Student Fee Handbook)
15. Distance education (other than the statutorily authorized enrollment fee) (CCCCO Student Fee Handbook)
16. Mandatory mailings (CCCCO Student Fee Handbook)
17. Rental of practice rooms (CCCCO Student Fee Handbook)
18. Apprenticeship courses (Education Code §76350)
19. Technology fee (CCCCO Student Fee Handbook)
20. Late-payment fee (5 California Code of Regulations §§58502, 59410)
21. Nursing/healing-arts student liability insurance (5 California Code of Regulations §55234)
22. Cleaning fees (CCCCO Student Fee Handbook)
23. Breakage fees (CCCCO Student Fee Handbook)
24. Test-proctoring fees (CCCCO Student Fee Handbook)

Collection

Each student is responsible for paying all fees for a term or session. If the California Legislature changes the fees, the student is responsible for any fee increase for classes that remain on or are added to the student schedule. When fees are not paid, the fees owed are past due and subject to the collections process. If a delinquent debt is sent to collections, a twenty-five-percent penalty charge may be added to the balance owed.

Failure to Pay Financial Obligations

The district may withhold diplomas and enrollment privileges or any combination thereof from any student or former student who has been provided with written notice that they have failed to pay a proper financial obligation due to the district. Any item or items withheld shall be released when the student satisfactorily meets the financial obligation (authorized in Education Code §72237.)

Refund of Student Fees

A refund of fees will be given to eligible students, providing at least one of the following eligibility requirements is met:

- a. A student's class has been canceled by the district.
- b. The fee was collected in error.

- c. A student has officially withdrawn from a class or classes by the refund deadline (ten percent deadline of class).
- d. A student who is a member of an active or reserve military service and has received orders compelling a withdrawal from courses at any time during the semester.

If a student drops all classes by the refund deadline, they are eligible to receive a refund of the enrollment fee, health services fee, materials fee, nonresident tuition, and student center fee. Classes dropped after the refund deadline (ten percent deadline of class) will not be refunded. It is the student's responsibility to drop classes by the refund deadline or incur the fees.

Refunds will be automatically mailed to the student or credited to the credit card used to make the payment.

The parking fee and student I.D. card fee are nonrefundable.