

## **CITRUS COMMUNITY COLLEGE DISTRICT STUDENT SERVICES**

### **AP 5030      FEES**

**References:** Education Code Sections 66025.3, 66060, 66753, 68120, 70902, 73365, 76060.5, 76140 et seq., 76223, 76300 et seq., 78300, 79121 et seq., 81457, 81458, 81670, 81901, and 82035.6; Title 5 Sections 51012, 54801-54805, 55050, 55234, 55450 et seq., 58500-58510, 58620, 58629, and 59400 et seq.; California Community Colleges Chancellor's Office (CCCCO) Student Fee Handbook

Fee amounts shall be published in the college class schedule and/or college website. For a complete list of fee amounts, please refer to the college's fee webpage.

#### **Required fees include:**

##### **Enrollment Fee** (Education Code Section 76300; Title 5 Sections 58500-58509)

A state mandated fee for enrolling in classes will be charged as determined by enrollment status.

##### **Health Fee**

The health fee is mandatory for both full-time and part-time students. The following students are exempted from payment of the fee:

- a. Students who depend exclusively upon prayer for healing in accordance with the teachings of a bona fide religious sect, denomination, or organization. Students who wish to request an exemption from the health fee must complete and submit a petition each semester prior to paying for classes and completing the registration process. The waiver form is available at the Student Wellness Center, located on the first floor of the Student Services building.
- b. Students who are attending a community college under an approved apprenticeship training program.
- c. Students who are enrolled exclusively in noncredit courses.

Low-income students who demonstrate eligibility according to income standards established by the Board of Governors and contained in Section 58620 of Title 5 of the California Code of Regulations will pay a reduced fee.

##### **Student Representation Fee** (Education Code Section 76060.5; Title 5 Sections 54801 and 54805)

- a. Students who wish to request an exemption must complete the Student Representation Fee Waiver Form available on the Fees and Tuition webpage each semester prior to paying for classes and completing the registration

process. This fee is non-refundable.

**Nonresident Tuition Fee**

Exemption criteria may be found in Administrative Procedure 5020 Nonresident Tuition.

**Other student assessments include:**

- Career assessment testing
- Credit for Prior Learning where the College administers the examination excluding High School Articulated Courses and designated Noncredit introductory courses (Education Code Section 76300; Title 5 Section 55050)
- Duplicate diploma/certificate
- Lost book library charge
- Parking
- Service charge for returned checks
- Student representation fee
- Student service fee
- Subpoena
- Transcript
- Verification

**Fees authorized by law include:**

- Enrollment Fee (Education Code Section 76300)
- Non-District physical education facilities (Education Code Section 76395)
- Noncredit courses (Education Code Section 76385)
- Community service courses (Education Code Section 78300)
- Auditing of courses (Education Code Section 76370)
- Instructional materials (Education Code Sections 73365, 81457, and 81458; Title 5 Sections 59400-59408)
- Athletic insurance (Education Code Section 70902(b)(9))
- Cross-enrollment with CSU or UC (Education Code Section 66753)
- Health (Education Code Section 76355)
- Parking (Education Code Section 76360)
- Transportation (Education Code Sections 76361 and 82305.6)
- Student representation (Education Code Section 76060.5; Title 5 Sections 54801-54805)
- Student Center (Education Code Section 76375; Title 5 Section 58510)
- Student Records Fee (Education Code Section 76223)
- Dormitory (Education Code Section 81670)
- Child care (Education Code Sections 66060 and 79121 et seq.)
- Nonresident capital outlay (Education Code Section 76141)
- Nonresident application processing (Education Code Section 76142)
- Credit for Prior Learning (Education Code Section 76300; Title 5 Section 55050)
- Use of facilities financed by revenue bonds (Education Code Section 81901(b)(3))
- Refund processing (Title 5 Section 58508)

- Telephone registration (Education Code Section 70902(a))
- Physical fitness test (Education Code Section 70902(b)(9))
- Instructional tape lease/deposit (Education Code Section 70902(b)(9))
- Credit card use (Education Code Section 70902(b)(9))
- International student medical insurance (Education Code Section 70902(b)(9))

**Prohibited fees include:**

- Late application (California Community College Chancellor's Office (CCCCO) Student Fee Handbook)
- Add/drop (CCCCO Student Fee Handbook)
- Mandatory student activities (CCCCO Student Fee Handbook)
- Student identification cards (CCCCO Student Fee Handbook)
- Student body organization (CCCCO Student Fee Handbook)
- Nonresident application (CCCCO Student Fee Handbook)
- Field trip (Title 5 Sections 55450 and 55451)
- For dependents of certain veterans (Education Code Section 66025.3)
- For dependents of certain victims of the September 11, 2001 terrorist attacks- (CCCCO Student Fee Handbook)
- For certain recipients of the Medal of Honor and certain children of the recipients of the Medal of Honor (Education Code Section 66025.3)
- Required or funded services (CCCCO Student Fee Handbook)
- Refundable deposits (CCCCO Student Fee Handbook)
- Distance education (other than the statutorily authorized enrollment fee) (CCCCO Student Fee Handbook)
- Mandatory mailings (CCCCO Student Fee Handbook)
- Rental of practice rooms (CCCCO Student Fee Handbook)
- Apprenticeship courses (Education Code Section 76350)
- Technology fee (CCCCO Student Fee Handbook)
- Late payment fee (Title 5 Sections 58502 and 59410)
- Nursing/healing arts student liability insurance (Title 5 Section 55234)
- Cleaning (CCCCO Student Fee Handbook)
- Breakage (CCCCO Student Fee Handbook)
- Test proctoring (CCCCO Student Fee Handbook)

**Refunds:**

If a student withdraws from a class by the posted refund deadline date, the enrollment fee and nonresident tuition fee will be refunded automatically. Additionally, if a student withdraws from all of their classes by the posted refund deadline date for each class, the health fee and/or student service fee will also be refunded automatically.

In order to receive a refund of the parking fee, the student must withdraw from all of their classes by the posted refund deadline date for each class and provide proof of withdrawal to the Department of Campus Safety (Campus Safety) by the refund deadline. However, a \$10 processing fee will be charged for all parking permit refunds.

In the case of an active or reserve military service member who is compelled to withdraw from their courses due to orders (military withdrawal), a full refund will be issued upon verification of such orders, except where academic credit has already been awarded.

**Waiver of Fees:**

The District may waive enrollment fees which were not collected in a previous session where the enrollment fees were not collected as a result of the District's error in awarding a California College Promise Grant (CCPG) to an ineligible student and not through the fault of the student, and to collect the enrollment fee would cause the student undue hardship.

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