



BP 5030 Fees

The Board authorizes the following fees. The Superintendent/President shall establish procedures for the collection, deposit, waiver, refund, and accounting for fees as required by law. The procedures shall also assure those who are exempt from or for whom the fee is waived are properly enrolled and accounted for. Fee amounts shall be published in the college catalogs.

Enrollment fee: Each student shall be charged a fee for enrolling in credit courses as required by law.

Course Auditing fees: Persons auditing a course shall be charged a fee of not more than \$15.00 per unit per semester. The fee amount shall be adjusted proportionally based on the term length. Students enrolled in classes to receive credit for 10 or more semester credit units shall not be charged this fee to audit three or fewer units per semester.

Parking fee: The Superintendent/President shall present for Board approval fees for parking for students.

Student representation fee: Students will be charged a \$2 fee per semester to be used to provide support for student governmental affairs representation. A student may refuse to pay the fee and shall submit such refusal on a form provided by the District to collect fees.

Transcript fees: 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, or for two verifications of various records. There shall be no charge for searching for or retrieving any student record.

Exempt fees: Students included in courses contained within articulated course credit memorandum of understanding agreements between secondary school sites and Victor Valley College shall be exempt from minimum unit requirements and fees that are normally associated with the "credit by exam" process.

International students' application processing fee: The District shall charge students who are both citizens and residents of a foreign country a fee to process his/her/their application for admission. This processing fee and regulations for determining economic hardship may be established by the Superintendent/President. The fee shall not exceed the lesser of 1) the actual cost of processing an application and other documentation required by the U.S. government; or 2) one hundred dollars (\$100), which shall be deducted from the tuition fee at the time of enrollment.

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Second Read/Approval 3/14/23



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Instructional materials: Students may be required to provide required instructional and other materials for a credit or non-credit course, provided such materials are of continuing value to the student outside the classroom and provided that such materials are not solely or exclusively available from the District.

Reference:

Education Code Sections 76300 et seq.; Title 5 Section 58520
ACCJC Accreditation Standard I.C.6;
See Administrative Procedure: 5030.