

## **POLICY TITLE: STUDENT TUITION AND FEES**

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### **I. Purpose**

According to the Michigan Community College Act, "the Board of Trustees may establish and collect tuition and fees for resident and nonresident students." The Board of Trustees shall review student tuition and fees on an annual basis, based on the financial requirements of the College to provide optimal services to students at an affordable price.

### **II. Scope**

This policy applies to long-range and annual financial planning.

### **III. General**

Any change in tuition and fees will be established with reasonable advanced notice so as to provide communication to incoming students regarding future costs. Annual increases in tuition beyond the rate of inflation should be avoided. Staff review of fees will occur on an annual basis to assure the following:

- a. Total costs to students are reasonable when benchmarked against other educational institutions.
- b. Course fees are used to differentiate the varying costs of courses and sections.
- c. Any fees assessed to all students will be weighed against a more straightforward and easily communicated tuition increase.
- d. The administrative cost to assess and collect a fee is reasonable compared to revenue generated.

Fees may be assessed for special services or privileges, materials furnished, or to recover college cost of special processing (e.g., bad check fee.)

### **IV. Responsibility**

The College Vice President for Administrative Services and Finance is responsible for preparing procedural language to implement this policy.