A. Purpose

To give information and establish procedures for the collection of tuition and fees from Gaston College students.

B. Background

1. Tuition is set by the North Carolina State General Assembly and is subject to change without notice. Student activity fees are established by the Gaston College Board of Trustees and can be changed only by the Board. Tuition and fee amounts are published in the Gaston College Catalog and web site.

2. Costs of textbooks and supplies are additional expenses which vary according to the program of study.

C. Responsibilities

1. It is the responsibility of the Vice President for Student Services and Enrollment Management to see that every applicant is informed concerning required tuition and fees at the college.

2. The Business Office is responsible for collecting all tuition and fees.

3. The Vice President for Student Services and Enrollment Management is responsible for ensuring that appropriate residency status for tuition purposes is made.

D. Curriculum Courses

1. Tuition for students is established by the North Carolina General Assembly. Tuition will be collected during registration.

2. The Director of Enrollment Management and Admissions is responsible for classifying students for tuition purposes in accordance with G.S. 116-143.1 and the State Residency Manual.

E. Adult Education, Extension, and Community Services Courses

No tuition fee is charged for Basic Skills programs or for fire service personnel, law enforcement personnel, EMS personnel or prison inmates, or others granted tuition
waivers in accordance with North Carolina General Statues and North Carolina Administrative Code. Community Services classes have a registration fee that varies in accordance with their length in contact hours. Registration fees for extension courses are established by the North Carolina General Assembly. However, instructional materials and fees may be charged and vary according to the course offered. Registration fees and any other applicable charges will be collected at the time students are registered.

F. Laboratory Fee

A lab hour fee is charged each term up to an established maximum. This fee is used to replenish supplies and materials used in the various labs throughout the College.

G. Usage Fees

A facilities usage fee is charged for each fall, spring, and summer semester. Summer fees may vary from fees in the fall and spring. Continuing Education students are charged usage fees on a sliding scale based on the number of class hours.

H. Student Activity Fee

Students at Gaston College pay an activity fee each semester. Student activity fees are charged on a per credit hour basis up to an established maximum. This fee is used to support the College's Student Activities Program.

I. Graduation Fee

A fee is charged each graduate to assist with covering the cost of caps and gowns, degree and degree cover. An additional fee is charged to any student who is reordering his/her degree.

J. Returned Checks

A fee will be assessed any student whose check is returned.

K. Tuition and Fee Deferment

1. Consistent with 23 NCAC2D201(b), tuition and required fees are due and payable at the time of a student’s registration. To extend deferment beyond this point, the student must contact the college’s Business Office and enter into a payment plan according to established procedures.
2. The College Controller shall have the responsibility for monitoring all deferred payment accounts and collecting outstanding balances in accordance with established accounting procedures. Procedures for implementing this policy are to be developed by the Controller in cooperation with the Vice President of Student Services and Enrollment Management, approved by the Executive Council and published in the Policies and Procedures Manual.

L. Computer Use and Technology Fee

A per semester credit hour fee up to an established maximum is charged to each student. The fee is used to support the procurement, operations, and repair of computer and other instructional technology, including the supplies and materials that support the technology.