

Title 4 - Codification of Board Policy Statements

Chapter 17

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Section 1. Assessment of Fees

1. The Board of Regents shall establish tuition rates for students who are not residents of Nevada, and registration and other fees to be assessed all students. The following principles shall guide the process for establishing tuition and fee rates across the System:
 - a. Shared Responsibility. Tuition and fee levels shall reflect the shared responsibility, benefits, and needs of the students, the state, and the institution.
 - b. Access and Affordability. Maintaining affordability by ensuring that all students can enroll at an NSHE institution by virtue of the cost of attendance and an appropriate financial aid package.
 - c. Predictable Pricing. Increases in tuition and fees shall be predictable and managed so that the quality of education is not compromised to the extent this is feasible.
2. Every even-numbered year, the Chancellor will appoint and chair a System committee composed of elected student government representatives, campus Presidents, and System Administration staff to gather and review data and to make recommendations to the Chancellor and the Board on an appropriate level of tuition and fees. The Committee will present its recommendations to the Board of Regents for its consideration and action. Whenever practicable: (1.) broad input will be sought from NSHE students by the Chancellor prior to any final or binding decisions by the Board; and (2.) the final decision on tuition and fees for the biennium will be determined by June 30 of every even-numbered year.

In its deliberations, the Committee will consider the following: 1) charges at peer institutions in the western region of the United States, 2) higher education inflation as measured by the Higher Education Price Index or a similarly appropriate index, 3) anticipated state funding, 4) institutional needs and mission, and 5) other indices and information as appropriate.

- a. Registration fee will be set so that the increase is equivalent to at least the most recent Higher Education Price Index available for each year of the biennium. The Committee may recommend a higher percentage increase as appropriately justified, but no percent increase shall be less than the inflation index for higher education. The undergraduate registration fee at the state college will be set at the midpoint between lower-division fees for community colleges and undergraduate-level fees at the universities. Registration fees for graduate level courses at the state college will be set at the midpoint between undergraduate fees at the state college and graduate fees at the universities.
- b. In addition to registration fees, non-resident students also pay a tuition charge. Non-resident tuition increases for full-time undergraduate and graduate students (enrolled in 7 or more credits) will equal at least the most recent Higher Education Price Index available for each year of the biennium. Non-resident tuition for part-time students (enrolled in 6 or fewer credits) will equal an amount calculated by multiplying the registration fees by 110 percent.

- c. Non-resident students enrolled exclusively in distance education courses will, in addition to registration fees, pay a tuition charge equaling the registration fees times 50 percent. The tuition charge will be assessed only to non-resident students who are residing outside of Nevada during the semester in which enrollment in the distance education course(s) occurs.
3. In order to improve the access of all students and to encourage participation in higher education, an amount equal to at least 10 percent of the total registration fee at the community colleges (lower division only) and at least 15 percent of the total registration fee for all other institutions including upper-division at the community colleges, net the amounts distributed to other fee categories, will be dedicated to student financial assistance. These percentages are target amounts that must be achieved by academic year 2022-23.
4. If desired, NSHE institutions may implement tuition incentives in order to further the goals of the NSHE Master Plan and institutional strategic plans. Among the purposes of such incentives, if implemented, would be to increase student access, improve efficiencies in enrollment management and space utilization, and enhance time-to-degree objectives. The decision for adopting a tuition incentive rests with the Board of Regents upon recommendation of the institution President and the Chancellor. The institution must absorb the costs internally in the event there is no state support for such incentives.
5. The Board of Regents shall establish tuition rates for resident and non-resident students in the School of Medicine at the University of Nevada, Reno, and other fees to be assessed all students in the School of Medicine at the University of Nevada, Reno. In establishing such rates and fees, the Board recognizes that both the students and the citizens of the State of Nevada share in the benefits of a medical education and, therefore, both students and the state should contribute appropriately to support high quality instructional programs. Further, the Board reaffirms its commitment to equal access to its programs regardless of a student's financial circumstances, and therefore shall establish tuition rates and fees at such level as to encourage participation in a medical education.
6. On a biennial basis, in the Spring of every even numbered year, the President of the University of Nevada, Reno or his designee will chair a university committee composed of the Dean of the School of Medicine; School of Medicine student government representatives; University of Nevada, Reno, administrative officers; and a representative from the Chancellor's Office. The committee will gather and review data and make recommendations to the Chancellor and the Board on an appropriate level of tuition and fees to be assessed all students in the University of Nevada School of Medicine. The recommendation of this committee will be presented to the Board of Regents for its consideration and action.

In establishing such rates and fees for the University of Nevada School of Medicine, the university committee will use the following information in its deliberations: 1) charges at peer institutions as defined in the annual Western Interstate Commission for Higher Education (WICHE) calculation of the median tuition and fees of member states; 2) information pertaining to consumer prices in the WICHE region; 3) the increase in state funding over the biennium; 4) a needs assessment of the School of Medicine at the University of Nevada, Reno; and 5) other indices and information needed to determine if tuition rates and fees are appropriate. Resident tuition and fee increases will be determined based on the above factors with no predetermined limit on the amount of the increase. Non-resident tuition may exceed the increase for residents and will be determined by the Board.

7. The Board of Regents shall establish tuition rates for resident and non-resident students in the William S. Boyd School of Law at UNLV, and other fees to be assessed all students in the William S. Boyd School of Law. In establishing such rates and fees, the Board recognizes that both the students and the citizens of the State of Nevada share in the benefits of a law education and, therefore, both students and the State should contribute appropriately to support high quality instructional programs. Further, the Board reaffirms its commitment to equal access to its programs regardless of a student's financial circumstances, and therefore shall establish tuition rates and fees at such a level as to encourage participation in law education.
8. Every even numbered year, the President of the University of Nevada, Las Vegas or his designee will chair a university committee composed of the Dean of the William S. Boyd School of Law, student government representatives from the law school, administrative officers, and a representative from the Chancellor's Office. The committee will gather and review data and make recommendations to the Chancellor and the Board on an appropriate level of tuition and fees to be assessed all students in the William S. Boyd School of Law at UNLV. The recommendation of this committee will be presented to the Board of Regents for its consideration and action.
9. The Board of Regents shall establish tuition rates for resident and nonresident students in the School of Dental Medicine at UNLV, and other fees to be assessed all students in the School of Dental Medicine at UNLV. In establishing such rates and fees, the Board recognized that both the students and the citizens of the State of Nevada share in the benefits of a dental education and, therefore, both students and the State should contribute to support high quality instructional programs.
10. Every even numbered year, the President of the University of Nevada, Las Vegas or his designee will chair a university committee composed of the Dean of the UNLV School of Dental Medicine, student government representatives from the dental school, administrative officers, and a representative from the Chancellor's Office. The committee will gather and review data and make recommendations to the Chancellor and the Board on an appropriate level of tuition and fees to be assessed all students in the School of Dental Medicine at UNLV. The recommendations of this committee will be presented to the Board of Regents for its consideration and action.

(B/R 6/11)

Section 2. Delinquent Accounts

A student or former student having a delinquent accounts receivable of \$50.00 or more, or an overdue loan of any amount with any member institution of the Nevada System of Higher Education shall not be permitted to register at any institution.

If the individual institution finds it to be necessary, the aforementioned \$50.00 for the purposes of student registration may be reduced.

A student or former student having a delinquent account receivable or an overdue loan of any amount with any member institution of the Nevada System of Higher Education shall not be permitted to receive a transcript of academic record, a diploma, a certificate or report of semester grades. The student or former student may; however, inspect the records under the provisions of the federal Family Educational Rights and Privacy Act (FERPA).

In addition, institutions may refer delinquent accounts receivable of \$50.00 or more and overdue loans of any amount to a collection agency following written notification to the student or former student.

(B/R 6/01)

Section 3. Registration Fee

There shall be a per-credit registration fee assessed to all students enrolling in a course. The registration fee is the instruction fee and, when appropriate, may include any associated student union, student activity, student association, capital improvement or other fees approved by the Board of Regents or, in the case of noncredit courses, by the President. This fee shall be assessed on a per-credit basis for all state-supported, continuing education, and community service credit courses. Continuing education and community service noncredit courses shall be assessed on a per-course basis. The distribution of the proceeds of the registration fee shall be determined by the Board of Regents.

(B/R 3/04)

Section 4. Non-Resident Tuition

Students classified as Nevada residents for tuition purposes shall pay a per-credit registration fee only for all state-supported, continuing education, and community service credit courses. Students classified as non-residents for tuition purposes shall pay a non-resident tuition charge plus per-credit registration fees. Except for University of Nevada School of Medicine students, School of Dental Medicine students, and William S. Boyd School of Law students, registration fees and non-resident tuition rates shall be assessed in accordance with that approved by the Board of Regents.

(B/R 2/05)

Section 5. Registration Fees and Non-Resident Tuition Rates

Registration fees and non-resident tuition rates shall be approved by the Board biennially in even-numbered years in accordance with the provisions established in Section 1 of this Chapter.

(B/R 02/05)

Section 6. Tuition and Fees, University of Nevada School of Medicine

Resident and non-resident tuition and fees for students of the University of Nevada School of Medicine shall be approved by the Board biennially in accordance with the provisions established in Section 1 of this Chapter. (B/R 02/05)

Section 7. Tuition and Fees, William S. Boyd School of Law Students

Resident and non-resident tuition and fees for the William S. Boyd School of Law shall be approved by the Board biennially in accordance with the provisions established in Section 1 of this Chapter. (B/R 02/05)

Section 8. Tuition and Fees, UNLV School of Dental Medicine

Resident and non-resident tuition and fees for students of the UNLV School of Dental Medicine shall be approved by the Board in accordance with the provisions of Section 1 of this Chapter. (B/R 02/05)

Section 9. Tuition Charges, University Studies Abroad Consortium

Out-of-state students participating in the University Studies Abroad Consortium are exempt from nonresident tuition charges when enrolling in USAC courses at the University of Nevada, Las Vegas or the University of Nevada, Reno. (B/R 3/04)

Section 10. Tuition Charges, Fort Valley State College Courses

Out-of-state minority students enrolled at Fort Valley State College in the State of Georgia who participate in a 3+2 math and engineering program at the University of Nevada, Las Vegas are exempt from nonresident tuition charges. (B/R 3/04)

Section 11. Special Reduced Tuition and Fees (Effective until Fall 2012)

[Note: Subsections 1 and 2 of this section were indefinitely suspended effective June 17, 2011.]

1. In-state residents 62 years of age or older shall be permitted to register for credit or as auditors in any course without registration or application or admission fees except as otherwise provided in this section. A person must reach 62 years of age on the first day of the first scheduled class meeting to be eligible. If the individual registers for more than one class within a semester or term, the earliest scheduled class meeting will determine eligibility. The consent of the course instructor may be required for all such registration.
 - a. This policy is effective during the fall and spring terms only and is applicable to those courses where space is available.

- b. Such registration shall not entitle a person to any privileges usually associated with registration; e.g., student association membership, health service, intercollegiate athletic tickets.
- c. Registration fees associated with the William S. Boyd School of Law, the University of Nevada School of Medicine, and the UNLV School of Dental Medicine are not eligible under this policy.
- d. Academic credit courses that lead to a degree or certificate, including state-supported distance education course, independent learning, and continuing education courses, are eligible for the fee waiver. Non-state-supported courses are not eligible for waiver under this policy.

[The provisions of this subsection are indefinitely suspended effective June 17, 2011.]

- 2. Non-matriculated native speakers of any foreign language may be permitted to register without fee for credit or as auditors in literature courses in that language. The consent of the course instructor may be required for all such registration.

[The provisions of this subsection are indefinitely suspended effective June 17, 2011.]

- 3. Nevada resident high school students may enroll in a distance learning, college-credit course delivered to an off-campus site for a \$25 registration fee per course if the course fee is approved by the institutional President. The term "high school students" includes students formally enrolled in a school district sponsored Adult Education High School Diploma programs.
- 4. Nevada resident high school students may enroll in remedial and 100-level courses offered by an NSHE institution for a reduced registration fee per course if the course is delivered on the high school campus, excluding high schools located on an NSHE campus, and approved by the institutional President. The reduced registration fees shall be determined by the President.
- 5. Any member of the active Nevada National Guard, including a Nevada National Guard recruit, or the child or spouse of a person who was killed while performing duties as a member of the Nevada National Guard, may be permitted to register for credit without a registration fee or, except as otherwise provided, laboratory fee(s).
 - a. This policy is applicable during Fall and Spring terms only.
 - b. Academic credit courses that will lead to the degree or certificate, including state-supported distance education courses, independent learning, and continuing education courses are eligible for the fee waiver. Non-state-supported independent study and correspondence courses are not eligible for waiver under this policy.
 - c. Laboratory fees associated with all courses numbered below the 300 level are eligible for waiver under this policy. Exceptions to the waiver of laboratory fees includes: 1) per semester fees, such as the Health Service fee; 2) Special course fees for purposes other than class supplies – including individual instruction, third-party charges, and special transportation requirements; 3) fees for actual class cost in excess of \$100; and 4) technology fees.

- d. A person to whom the fee waiver is awarded shall be deemed a bona fide resident of Nevada for tuition purposes.
 - e. To be eligible for the fee waiver, the member must be in good standing or a recruit of the active Nevada National Guard at the beginning of and throughout the entire semester for which the waiver is granted. The member who fails to remain in good standing shall reimburse the Board of Regents for the semester's waived registration fees and laboratory fees and will not be allowed to register for additional courses until the debt is paid in full.
 - f. To remain eligible for the fee waiver, the student must achieve at least a minimum 2.00 semester grade point average in order to maintain subsequent eligibility for the fee waiver. The student who fails to maintain a 2.00 semester grade point average shall reimburse the Board of Regents for the semester's waived registration fees and laboratory fees and will not be allowed to register for additional courses until the debt is paid in full.
 - g. The institution may request the Adjutant General to verify the membership in the active Nevada National Guard of a person who is seeking or has been granted the fee waiver. The institution may request the Adjutant General to verify that a person is the child or spouse of a member who was killed while performing duties as a member of the Nevada National Guard.
 - h. If a fee waiver is granted to a Nevada National Guard recruit and the recruit does not enter full-time National Guard duty within one (1) year after enlisting, the student shall reimburse the Board of Regents for all previously waived registration fees and laboratory fees if the failure to enter full-time National Guard duty is attributable to the recruit's own conduct.
 - i. A child of a person who was killed while performing duties as a member of the Nevada National Guard may use the waiver for 10 years after he attains 18 years of age or, if he enrolls in an NSHE institution before age 18, for ten years after the date of enrollment. The spouse of a person who was killed while performing the duties as a member of the Nevada National Guard may use the waiver for ten years after the date of death of the member.
 - j. Registration fees associated with the William S. Boyd School of Law, the University of Nevada School of Medicine, and the UNLV School of Dental Medicine are not eligible for waiver under this policy.
6. Federally funded teacher training programs will carry an exception to in-state and out-of-state fee and tuition rates for contiguous and WICHE states, and may be offered at a reduced per-credit fee. Additionally, all NSHE institutions may offer professional development teacher training programs at a reduced per-credit fee when funded by Nevada school districts and/or the State of Nevada through non-NSHE funds, if collaborative agreements are in place. All course offerings will be approved and delivery overseen through the usual academic processes.

7. The child or spouse of a person who as a member of the Armed Forces of the United States permanently stationed in Nevada is identified as a prisoner of war or declared missing in action while performing duties as a member of the Armed Forces may be permitted to register for credit without a registration fee or, except as otherwise provided, laboratory fee(s).
 - a. This policy is applicable during Fall and Spring terms only.
 - b. Academic credit courses that will lead to the degree or certificate, including state-supported distance education courses, independent learning, and continuing education courses are eligible for the fee waiver. Non-state-supported independent study and correspondence courses are not eligible for waiver under this policy.
 - c. Laboratory fees associated with all courses numbered below the 300 level are eligible for waiver under this policy. Exceptions to the waiver of laboratory fees includes: 1) per semester fees, such as the Health Service fee; 2) Special course fees for purposes other than class supplies – including individual instruction, third-party charges, and special transportation requirements; 3) fees for actual class cost in excess of \$100; and 4) technology fees.
 - d. A person to whom the fee waiver is awarded shall be deemed a bona fide resident of Nevada for tuition purposes.
 - e. To remain eligible for the fee waiver, the student must achieve at least a minimum 2.00 semester grade point average in order to maintain subsequent eligibility for the fee waiver. The student who fails to maintain a 2.00 semester grade point average shall reimburse the Board of Regents for the semester's waived registration fees and laboratory fees and will not be allowed to register for additional courses until the debt is paid in full.
 - f. The institution may request such documentation as it deems necessary to verify that a person is the child or spouse of a person who as a member of the Armed Forces of the United States permanently stationed in Nevada is identified as a prisoner of war or missing in action while performing duties as a member of the Armed Forces.
 - g. A child of a person who as a member of the Armed Forces of the United States permanently stationed in Nevada is identified as a prisoner of war or missing in action while performing duties as a member of the Armed Forces may use the waiver for 10 years after he attains 18 years of age or, if he enrolls in an NSHE institution before age 18, for ten years after the date of enrollment. The spouse of a person who as a member of the Armed Forces of the United States permanently stationed in Nevada is identified as a prisoner of war or missing in action while performing duties as a member of the Armed Forces may use the waiver for ten years after the date on which the member of the Armed Forces was identified as a prisoner of war or missing in action.
 - h. Registration fees associated with the William S. Boyd School of Law, the University of Nevada School of Medicine, and the UNLV School of Dental Medicine are not eligible for waiver under this policy.

(B/R 6/11)

Section 11. Special Reduced Tuition and Fees (Effective Fall 2012)

[Note: Subsections 1 and 2 of this section were indefinitely suspended effective June 17, 2011.]

1. In-state residents 62 years of age or older shall be permitted to register for credit or as auditors in any course without registration or application or admission fees except as otherwise provided in this section. A person must reach 62 years of age on the first day of the first scheduled class meeting to be eligible. If the individual registers for more than one class within a semester or term, the earliest scheduled class meeting will determine eligibility. The consent of the course instructor may be required for all such registration.
 - a. This policy is effective during the fall and spring terms only and is applicable to those courses where space is available.
 - b. Such registration shall not entitle a person to any privileges usually associated with registration; e.g., student association membership, health service, intercollegiate athletic tickets.
 - c. Registration fees associated with the William S. Boyd School of Law, the University of Nevada School of Medicine, and the UNLV School of Dental Medicine are not eligible under this policy.
 - d. Academic credit courses that lead to a degree or certificate, including state-supported distance education course, independent learning, and continuing education courses, are eligible for the fee waiver. Non-state-supported courses are not eligible for waiver under this policy.

[The provisions of this subsection are indefinitely suspended effective June 17, 2011.]

2. Non-matriculated native speakers of any foreign language may be permitted to register without fee for credit or as auditors in literature courses in that language. The consent of the course instructor may be required for all such registration.

[The provisions of this subsection are indefinitely suspended effective June 17, 2011.]

3. Nevada resident high school students may enroll in a distance learning course delivered to an off-campus site for a \$50 registration fee per course if the course fee is approved by the institutional President. The term "high school students" includes students formally enrolled in a school district sponsored Adult Education High School Diploma programs.
4. Any member of the active Nevada National Guard, including a Nevada National Guard recruit, or the child or spouse of a person who was killed while performing duties as a member of the Nevada National Guard, may be permitted to register for credit without a registration fee or, except as otherwise provided, laboratory fee(s).
 - a. This policy is applicable during Fall and Spring terms only.
 - b. Academic credit courses that will lead to the degree or certificate, including state-supported distance education courses, independent learning, and continuing education courses are eligible for the fee waiver. Non-state-supported independent study and correspondence courses are not eligible for waiver under this policy.

- c. Laboratory fees associated with all courses numbered below the 300 level are eligible for waiver under this policy. Exceptions to the waiver of laboratory fees includes: 1) per semester fees, such as the Health Service fee; 2) Special course fees for purposes other than class supplies – including individual instruction, third-party charges, and special transportation requirements; 3) fees for actual class cost in excess of \$100; and 4) technology fees.
- d. A person to whom the fee waiver is awarded shall be deemed a bona fide resident of Nevada for tuition purposes.
- e. To be eligible for the fee waiver, the member must be in good standing or a recruit of the active Nevada National Guard at the beginning of and throughout the entire semester for which the waiver is granted. The member who fails to remain in good standing shall reimburse the Board of Regents for the semester's waived registration fees and laboratory fees and will not be allowed to register for additional courses until the debt is paid in full.
- f. To remain eligible for the fee waiver, the student must achieve at least a minimum 2.00 semester grade point average in order to maintain subsequent eligibility for the fee waiver. The student who fails to maintain a 2.00 semester grade point average shall reimburse the Board of Regents for the semester's waived registration fees and laboratory fees and will not be allowed to register for additional courses until the debt is paid in full.
- g. The institution may request the Adjutant General to verify the membership in the active Nevada National Guard of a person who is seeking or has been granted the fee waiver. The institution may request the Adjutant General to verify that a person is the child or spouse of a member who was killed while performing duties as a member of the Nevada National Guard.
- h. If a fee waiver is granted to a Nevada National Guard recruit and the recruit does not enter full-time National Guard duty within one (1) year after enlisting, the student shall reimburse the Board of Regents for all previously waived registration fees and laboratory fees if the failure to enter full-time National Guard duty is attributable to the recruit's own conduct.
- i. A child of a person who was killed while performing duties as a member of the Nevada National Guard may use the waiver for 10 years after he attains 18 years of age or, if he enrolls in an NSHE institution before age 18, for ten years after the date of enrollment. The spouse of a person who was killed while performing the duties as a member of the Nevada National Guard may use the waiver for ten years after the date of death of the member.
- j. Registration fees associated with the William S. Boyd School of Law, the University of Nevada School of Medicine, and the UNLV School of Dental Medicine are not eligible for waiver under this policy.

5. Federally funded teacher training programs will carry an exception to in-state and out-of-state fee and tuition rates for contiguous and WICHE states, and may be offered at a reduced per-credit fee. Additionally, all NSHE institutions may offer professional development teacher training programs at a reduced per-credit fee when funded by Nevada school districts and/or the State of Nevada through non-NSHE funds, if collaborative agreements are in place. All course offerings will be approved and delivery overseen through the usual academic processes.
6. The child or spouse of a person who as a member of the Armed Forces of the United States permanently stationed in Nevada is identified as a prisoner of war or declared missing in action while performing duties as a member of the Armed Forces may be permitted to register for credit without a registration fee or, except as otherwise provided, laboratory fee(s).
 - a. This policy is applicable during Fall and Spring terms only.
 - b. Academic credit courses that will lead to the degree or certificate, including state-supported distance education courses, independent learning, and continuing education courses are eligible for the fee waiver. Non-state-supported independent study and correspondence courses are not eligible for waiver under this policy.
 - c. Laboratory fees associated with all courses numbered below the 300 level are eligible for waiver under this policy. Exceptions to the waiver of laboratory fees includes: 1) per semester fees, such as the Health Service fee; 2) Special course fees for purposes other than class supplies – including individual instruction, third-party charges, and special transportation requirements; 3) fees for actual class cost in excess of \$100; and 4) technology fees.
 - d. A person to whom the fee waiver is awarded shall be deemed a bona fide resident of Nevada for tuition purposes.
 - e. To remain eligible for the fee waiver, the student must achieve at least a minimum 2.00 semester grade point average in order to maintain subsequent eligibility for the fee waiver. The student who fails to maintain a 2.00 semester grade point average shall reimburse the Board of Regents for the semester's waived registration fees and laboratory fees and will not be allowed to register for additional courses until the debt is paid in full.
 - f. The institution may request such documentation as it deems necessary to verify that a person is the child or spouse of a person who as a member of the Armed Forces of the United States permanently stationed in Nevada is identified as a prisoner of war or missing in action while performing duties as a member of the Armed Forces.

- g. A child of a person who as a member of the Armed Forces of the United States permanently stationed in Nevada is identified as a prisoner of war or missing in action while performing duties as a member of the Armed Forces may use the waiver for 10 years after he attains 18 years of age or, if he enrolls in an NSHE institution before age 18, for ten years after the date of enrollment. The spouse of a person who as a member of the Armed Forces of the United States permanently stationed in Nevada is identified as a prisoner of war or missing in action while performing duties as a member of the Armed Forces may use the waiver for ten years after the date on which the member of the Armed Forces was identified as a prisoner of war or missing in action.
- h. Registration fees associated with the William S. Boyd School of Law, the University of Nevada School of Medicine, and the UNLV School of Dental Medicine are not eligible for waiver under this policy.

(B/R 12/11)

Section 12. Fees for Community Service and Continuing Education Programs

1. All community service and continuing education programs shall be budgeted separately from the regular state appropriated budget in each institution.
2. Credit given for community service courses shall be applicable only to an Associate in General Studies degree.
3. Registration fees for each community service or continuing education course shall be variable and flexible to cover the costs of the instructor's salary, supplies and equipment needed, and appropriate overhead costs. Fees shall be payable in full at time of registration.
4. No capital improvement fees or student activity fees shall be assessed for community service or continuing education courses.
5. The courses shall be wholly supported from registration and other fees and not from state appropriated funds.
6. Self-Supporting Pricing Model for Credit Courses. For credit courses offered to select professional audiences as part of a customized graduate, certificate or specially designed undergraduate program; and where an outside organization (*e.g., private firm, company or governmental agency*) is fully funding the costs of the program, the President or his/her designee may approve an exception to in-state and out-of state fees and tuition. For these programs, NSHE institutions may implement a market-competitive, self-supporting pricing model designed to account for all fixed- and variable-costs associated with the development, implementation and evaluation of the customized program. All courses offered through these special programs must be reviewed and approved by the same academic processes used for traditional courses and would not be submitted for State General Fund support. Self-Supporting Pricing Programs must be designed primarily for working adults, and must meet one or more of the following criteria:
 - a. Offers flexible scheduling options;
 - b. Offers flexible course delivery options;

- c. Offers ancillary services such as evening or weekend services (*e.g., academic advising, registration, financial aid*); program-specific career advising; book delivery services, etc.;
- d. Assists in the implementation of degree-completion programs for non-traditional students
- e. Promotes greater geographic dispersion of institution programs;
- f. Results from an outgrowth of planning with area employers to develop programs to meet their workforce training needs; or
- g. Provides customized Certificate, Master's degree or undergraduate adult education programs.

(B/R 6/05)

Section 13. Deferred Payment Policy

1. Contracts for deferred payment of registration, tuition and other fees may be approved as follows:
 - a. Deferred payment contracts are applicable for registration fees, tuition and discounted fees. Each institution shall determine the student requirements and the minimum balance threshold for deferred payment and whether other fees may be deferred. Institutions may charge fees to students for participation in a payment plan and may set a rate of interest for past due amounts on these plans.
 - b. Each institution shall determine the payment schedule and number of deferred fee payments allowed but all payments are due no later than the end of the semester or course, whichever is shorter.
 - c. Any unpaid balance on a deferred fee payment schedule becomes a student accounts receivable on the due date and is treated as an official fee hold for future registration, transcript privileges and final grade reports. Disenrollment/eviction procedures may be instituted, if necessary.
 - d. A penalty fee of 10 percent with a minimum of \$10 shall be charged on the deferred payment not paid by the due date.
 - e. Contracts for a veteran's deferment of fees are available for those students receiving educational benefits from the Department of Veterans Affairs. Eligibility is determined by the veteran's coordinator or designee on campus.
 - f. The Controller or designee may allow a payment plan on an individual basis.
 - g. Upon the recommendation of the Financial Aid Office, the Controller or designee may allow student fees to be deferred pending the receipt of financial aid. The Controller or designee may waive the imposition of any penalty due to the unavailability of financial aid.

(B/R 6/09)

Section 14. Refund Policy

1. Each institution shall establish procedures governing the refund of registration fees, non-resident tuition, and other student fees, including special course fees that shall be approved by the Board and published in the institution's course catalog or on its website. These provisions must include a schedule of dates for refunds and the corresponding percentages that may be refunded.
2. Upon presentation of documentation and approval of the institution, a refund of registration fees and non-resident tuition may be given upon official withdrawal from a course(s) at any time during the semester in the following circumstances:
 - a. Deployment of a student in the United States Armed Forces;
 - b. Death or incapacitation resulting from an illness or injury of the student; or spouse, child, parent, or legal guardian of the student that prevents the student from returning to school for the remainder of the semester;
 - c. Verifiable error on the part of the institution;
 - d. Involuntary job transfer outside the service area of the institution as documented by employer; or
 - e. Other exceptional circumstances beyond the control of the institution or the student.
3. Each institution may establish procedures for students making even exchanges (*credits and dollars*) in their registrations that do not affect the net credit load.
4. Each institution shall comply with the refund policies required under Title IV federal financial aid requirements and guidelines.
5. For the purpose of providing educational benefits for veterans, NSHE institutions shall comply with the refund and other applicable policies as required under Title 38 of the Code of Federal Regulations, Part 21.

(B/R 3/11)

Section 15. Student Association and Health Service Participation

1. All community college students are members of their respective student government associations except those in programs for which no student activity fee is assessed (e.g., community service courses and school district cooperative agreements).
2. All students registering for seven (7) credits or more at the state college and universities are members of their respective student government associations or graduate student associations, if organized.
3. Students registering for seven (7) credits or more, undergraduate or graduate, at UNLV, are eligible for treatment at their respective health services during the academic year. A reduced health service shall be available to all UNLV students in summer programs.

(B/R 12/02)

Section 16. Student Fees

1. It is the policy of the Board of Regents that Student Fees exist only in cases of additional administrative or other service costs incurred by the institution for a necessary student activity or requirement that are not specific to one course or type of course. Student Fees may be assessed to provide services to the students for (a) special events or activities (*e.g., graduation*), (b) special services provided by the institution (*e.g., personal/group counseling including psychological and testing, substance abuse counseling, health services, international student services*), (c) third party pass-through charges (*e.g., test administration or contracted health services*), (d) special general instructional requirements (*e.g. thesis fee*). Funds generated from Student Fees may be spent on the intended purpose only. Mandatory fees required of all students or all students in a particular group, regardless of dollar amount, shall be reviewed and approved by the Board of Regents.
2. Transcript fees do not require Board approval and shall be in an amount that does not exceed the cost of producing the transcript plus postage, including costs for expedited delivery. The cost of production may include salary and other employee costs associated with production.

(B/R 9/11)

Section 17. Special Course Fees

It is the policy of the Board of Regents that the registration fee be the only fee assessed for taking a course except as otherwise outlined in this section. The reasons for these exceptions are extraordinary instruction costs due to: (a) individual instruction (*e.g., private music lessons*), (b) class supplies, course-specific software, and specialized equipment (*e.g., welding equipment and materials*), (c) third party charges for use of a facility (*e.g., golf*), (d) special transportation requirements, or (e) extraordinary instructional costs (*e.g. intensive supervision, support or additional technical expertise required for the delivery of the course*), (f) some combination of these reasons. Responsibility for implementing this policy is delegated to the Presidents up to a maximum of \$50.00 per course. Courses requiring fees higher than \$50.00 require Board of Regents approval.

(B/R 2/09)

Section 18. Special Use Fee

Special use fees for recreational use of the Lombardi Recreation Building at UNR shall be approved by the Board of Regents. (B/R 02/05)

Section 19. Residence Hall and Food Service Rates

The Board of Regents shall approve residence hall and food service rates for all NSHE institutions, excluding rates for conferences or other activities that are not exclusively for enrolled students.

(B/R 12/08)

Section 20. Differential Program Fees

1. NSHE institutions may bring forward annually for Board approval differential program fees to be retained by the institution that would be assessed in addition to registration fees. Each institution must establish procedures to ensure that student input is appropriately sought that must include a review of existing special course fees in the process of developing a differential program fee.
2. Upon the establishment of a differential program fee, all existing special course fees associated with the same program shall be eliminated, except those that are designated to cover the cost of consumables associated with a specific course.
3. Differential program fees shall be limited to high cost and/or high demand programs only, and such requests must be accompanied by documentation justifying the higher cost for students.
4. Except for clinical and applied health programs, differential program fees shall be limited to upper-division (*300-400 level*) and graduate level (*500 level and above*) courses.
5. Differential program fees shall be brought forward to the Board for consideration upon consultation with all institutions offering the program.
6. The Chancellor shall establish procedures for the administration of differential program fees, including but not limited to guidelines for the expenditure of revenue generated from such fees.

(B/R 12/10)

Section 21. Refund of Residence Hall and Food Services Charges, UNLV

1. Refunds of residence hall and food service charges are permitted only for those students withdrawing totally from the University or who have been released from contract obligations.
2. Refunds will be determined by the per diem cost of room and board for unused services.
3. Changes to be effective Summer 2003.
4. For special refunds required by the Higher Education Act of 1992 for first-time students receiving financial aid under Title IV, see Section 16 of this Chapter.

(B/R 12/08)

Section 22. Refund of Residence Hall and Food Service Charges, UNR

1. Room and board charges are refunded upon withdrawal from school according to the following schedule:

1 - 2 weeks	75%
3 - 6 weeks	50%
7 - 8 weeks	25%
9 - 16 weeks	No refunds

2. For special refunds required by the Higher Education Act of 1992 for first time students receiving financial aid under Title IV, see Section 16 of this Chapter.
(B/R 12/08)

Section 23. Apartment Rentals, UNR

The Board of Regents shall approve rates charged for the University Village apartment rentals at the University of Nevada, Reno.
(B/R 12/08)

Section 24. Technology Fee

Beginning Spring 2000, a technology fee of \$4.00 per credit hour will be charged.
(B/R 12/08)