

## NORTHLAND COMMUNITY AND TECHNICAL COLLEGE

### 5072 TUITION AND FEES

Payments or payment arrangements are the responsibility of the student. Students receiving financial aid from the College will have their payment deferred until financial aid is disbursed on the 13th day of the semester. Students receiving financial assistance from a third-party will need to provide evidence of funding to the Business Office to avoid having a late fee added to their bills.

#### **Tuition**

Tuition rates are proposed by the college on an annual basis and must be approved by the Minnesota State Colleges & Universities (MnSCU) Board of Trustees. The MnSCU Board of Trustees has authorized NCTC to charge in-state tuition rates to nonresident students unless there is a reciprocity agreement between the state of Minnesota and the nonresident student's state of residency. The rates agreed to in the reciprocity agreements will be charged. Different tuition rates may be charged to students taking courses through Distance Education or via ITV. Some programs may charge different tuition rates based on program costs.

#### **Fees**

Fees to be charged to students.

**Parking Fee.** The revenue from this fee is used for parking lot construction, maintenance, and improvements.

**Student Association Fee.** This fee is determined by the Statewide Student Association and is used to fund activities of the Association.

**Senior Citizen Fee (MN residents 62 years of age or older or a person receiving a railroad retirement annuity who has reached 60 years of age).** This fee is charged to Senior Citizens in lieu of tuition. The following conditions apply:

- Senior Citizens must have reached the applicable age before the beginning of the term to be eligible for Senior Citizen fee.
- All other fees are assessed except for the student life/activity and athletic fees.
- Senior Citizens may register on a "space available" basis – during the drop/add period the day after the first day of class.
- Eligible Senior Citizens are not charged the Senior Citizen fee when auditing a credit course or taking a noncredit course.
- There shall be no limit to the number of terms a Senior Citizen may attend courses, nor income limitation imposed in determining eligibility.
- The Senior Citizen fee does not apply to noncredit courses designed and offered specifically and exclusively to senior citizens.
- The Senior Citizen fee does not apply to courses designed and offered as closed enrollment.

**Application Fee.** An application fee is charged to all students applying for admission to Northland, with the following exceptions:

- Students who have previously been admitted to or have been enrolled at NCTC;
- Students who have attended a Distance Minnesota partner college and are enrolling in an online Northland program;
- Students who are enrolling as Post-Secondary Enrollment Option (PSEO) students.
- PSEO students will be charged the fee at the time they apply for admission as a regular student;
- Active military service members deployed overseas.

Students who do not have the resources to pay the application fee may request an application fee waiver. An Application Fee Waiver form and one signed statement on official letterhead from a professional source indicating the student's inability to pay the fee must be received. Examples of sources could be high school counselors, clergy members, social services case workers, doctors, lawyers, or agency professionals who are cognizant of the applicant's financial status and ability to pay.

**Student Life Fee.** The Student Life Fee is set by each campus' Student Life Committee and it is used to fund student activities, clubs, organizations, and athletics.

**Technology Fee.** A Technology Fee is charged of all students for the acquisition upgrading and/or maintenance of technology for academic and student support activities that provide or enhance student access to technology.

**Late Fee.** A late fee will be charged to all accounts of \$30 or more that are outstanding. Late fees will be applied on November 1 for fall semester and April 1 for spring semester, or the first business day following the identified semester date, unless evidence has been provided that funding is being provided by another agency.

**Payment Plan Fee.** For students who have not paid in full, or have not established a payment plan by the 25<sup>th</sup> business day of the term, shall be placed on a mandatory payment plan through Northland and be assessed the approved payment plan fee in order to not be administratively withdrawn from the college.

**Personal Property & Service Charges** include items and services that become the personal property of the student and have an educational or personal value beyond the classroom or for services for or on behalf of the students. Charges are determined by the College President and include the following:

- A. Private music lessons.
- B. "Testing-out" of a class (credit by examination).
- C. Replacement charge for Student Identification Card or Badge.
- D. Overdue library books/materials.
- E. Tools, books, materials, and supplies needed in the classroom.
- F. Replacement diploma cost.

- G. Official transcript.
- H. Test of Essential Academic Skills (TEAS).
- I. Practical Nursing Clinical Make up.
- J. Aviation Maintenance Make up.

**Related Documents:** MN Statute 136F.06 Powers and Duties and MN Statute 136F.70 Tuition, Fees, Activities Funds

*Date of Adoption:* 06/02/04  
*Date of Implementation:* 06/02/04  
*Date & Subject of Revisions:* *Fee Updates – 06/08/05; 02/16/06; SGC 05/04/06*  
*SGC 09/27/06 – punctuation, language and fee changes*  
*SGC 05/10/07 – fee increases, added FACTS service charge*  
*05/31/07 – per SGC recommendation; 06/06/07 – grammar change*  
*06/06/08 – Removed specific charge; 12/08/08 – Residency language, Moved to 5000 series*  
*12/16/08 – Revised; 03/31/09 – Senior Citizen language updated as per information from MN Statute and Laura King letter*  
*04/16/09 – SGC Review; 05/01/09 – Transcript Fee language added*  
*06/10/09 – Background Study service charge language added*  
*06/26/09 – Military deployed overseas language added; changed access fee to parking fee*  
*04/05/10 – Revised; 06/21/10 – Revised senior citizen age*  
*06/22/10 – Revised; 09/20/10 – Revised late fee language*  
*01/06/11 – Added L. & M. to fee list*  
*07/07/11 – Revised senior citizen age to 62 per legislation; other minor revisions*  
*11/29/11 – Revised application deferment to waiver, per MnSCU policy change*  
*4/24/12 Revised, Removed student laptop rental, professional student liability, and background study service charges.*