

**SOUTHERN WEST VIRGINIA COMMUNITY AND TECHNICAL COLLEGE  
BOARD OF GOVERNORS  
SCP-5051**

**SUBJECT:** Reduced Tuition and Fee Program for State Residents Age 65 and Older

**REFERENCE:** WV Code §18B-10-7a

**ORIGINATION:** December 2, 2004

**EFFECTIVE:** December 10, 2013

**REVIEWED:** ~~September 4, 2013~~ May 2, 2019

**SECTION 1. PURPOSE**

- 1.1 The purpose of this policy is to establish a reduced tuition and fee program for residents of West Virginia who are 65 years of age or older to attend college courses on a space-available basis at Southern West Virginia Community and Technical College. The policy includes an option for those who attend undergraduate courses on a ‘no credit’ basis and an option for individuals who wish to attend undergraduate courses for academic credit.

**SECTION 2. SCOPE AND APPLICABILITY**

- 2.1 This issuance applies to all residents of the State of West Virginia age 65 and older.

**SECTION 3. DEFINITIONS**

- 3.1 None.

**SECTION 4. POLICY**

- 4.1 A resident of the State of West Virginia who is age 65 or older will be permitted to register for courses under either of the two options available through this program provided that classroom space [a seat or workstation] is available and with the consent of the specific course instructor.
- 4.2 The college shall develop guidelines for West Virginia residents who are 65 years of age and older to take courses that are consistent with the provisions of State Code and shall be published in the College catalog and other appropriate publications.

**SECTION 5. BACKGROUND OR EXCLUSIONS**

- 5.1 The West Virginia Code, as cited above, provides that all institutions of higher education establish a policy for citizens age 65 and older to attend courses at a reduced tuition and fee level. The Code further states that the policy include options for attending on a non-credit basis; that each participant under this program be
- 5.1.1 a resident of West Virginia,
- 5.1.2 65 years of age or older, and

5.1.3 classroom space is available.

5.2 Further, the West Virginia Code limits the total tuition and fees charged for participation in each non-credit course or class, excluding laboratory and parking fees, to not exceed \$50 and participation in academic credit courses may not exceed 50% of the normal rates charged to state residents: provided that after July 1, 2004 the governing boards may change the maximum fee.

## **SECTION 6. GENERAL PROVISIONS**

6.1 A participant registered for a course under either of the two options of this program will be subject to the College's programmatic and financial guidelines applicable to this program.

6.2 A participant will also be subject to the rules, regulations, procedures, and requirements of the College, including course prerequisites, applicable to each course.

6.3 The following standards apply to the specific options available through this program:

6.3.1 No Credit Option – The total tuition and fees charged for each course under the no credit option, excluding laboratory fees, may not exceed \$50. The maximum tuition and fees to be charged under this option are subject to change upon approval of the Board of Governors.

6.3.2 Credit Option: – The total tuition and fees charged for each course under the credit option shall not exceed 50% of the normal rates charged to state residents.

## **SECTION 7. RESPONSIBILITIES AND PROCEDURES**

7.1 The authority for developing a method of establishing priority for allowing a participant to register for and attend specific courses under the terms of this policy are delegated to the President or his/her designee.

7.2 The President or his/her designee will determine any special fees, such as laboratory fees, that all participants must pay.

7.3 The College, through appropriate channels, shall report on participation in this program to the Council for Community and Technical College Education or other state-level agencies.

## **SECTION 8. CANCELLATION**

8.1 Replaced SCP-4385, Reduced Tuition and Fee Program for State Residents Age 65 and Older. On December 9, 2005, responsibility of SCP-4385 was transferred from the Student Services Unit to the Finance Unit and assigned a new classification number, SCP-5051.

## **SECTION 9. REVIEW STATEMENT**

9.1 This policy shall be reviewed on a regular basis with a time frame for review to be determined by the President or the President's designee. Upon such review, the President or President's designee may recommend to the Board that the policy be amended or repealed.

**SECTION 10. SIGNATURES**

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**Board of Governors Chair**                      **Date**

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**President**    **Date**

**Attachments:**            None.

**Distribution:**            Board of Governors (12 members)  
                                  www.southernwv.edu

**Revision Notes:**        December 9, 2005 – Responsibility of SCP-4385 was transferred from the Student Services Unit to the Finance Unit and assigned a new classification number, SCP-5051.

                                  August 5, 2008 – SCP-5051 was reviewed by the Executive Council and recommended its continuation without revision.

                                  September 4, 2013 – SCP-5051 was reviewed by the Executive Council and recommended its continuation without revision.

May 2, 2019 – Policy was reviewed for accuracy. Recommended for continuation without revision.