

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

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

**REFERENCE:** West Virginia Code §18B-10-7a

**ORIGINATION:** December 2, 2004

**EFFECTIVE:** September 20, 2019

**REVIEWED:** April 12, 2024

**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 take college courses on a space-available basis at Southern West Virginia Community and Technical College. The policy includes an option for those who attend courses on a no-credit basis and an option for individuals who wish to attend courses for academic credit.

**SECTION 2. SCOPE AND APPLICABILITY**

2.1 This policy applies to all residents of the State of West Virginia aged 65 and older.

**SECTION 3. DEFINITIONS**

3.1 None.

**SECTION 4. POLICY**

4.1 The College will permit a resident of the State of West Virginia who is aged 65 or older to register for courses either for credit or not for credit, as set forth below, provided that classroom space (i.e., a seat or workstation) is available and with the consent of the course instructor.

**SECTION 5. BACKGROUND OR EXCLUSIONS**

5.1 State law requires that all institutions of higher education allow residents aged 65 and older to attend courses either for credit or not for credit at a reduced tuition and fee rate. Each participant in this program must be:

5.1.1 A resident of West Virginia,

5.1.2 65 years of age or older, and

5.1.3 Registered for a course in which classroom space is available.

**SECTION 6. GENERAL PROVISIONS**

6.1 A participant registered for a course in either the credit or no-credit option is subject to the College's programmatic and financial guidelines applicable to this program.

- 6.2 A participant in this program is 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 this program’s options:
  - 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 President or his or her designee has the authority for developing a method of establishing priority for allowing a participant to register for and attend courses pursuant to this policy.
- 7.2 The President or his or her designee will determine any special fees, such as laboratory fees and textbook fees, that all participants must pay.

**SECTION 8. CANCELLATION**

- 8.1 None.

**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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**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 through the governance process and the policy is recommended for continuation without revision.

September 4, 2013 - SCP-5051 was reviewed through the governance process and the policy is recommended for continuation without revision.

May 2, 2019 - SCP-5051 was reviewed through the governance process and the policy is recommended for continuation without revision.

April 14, 2024 – SCP -5051 was reviewed through the governance process and the policy is recommended for continuation with minor revisions.