Florida Gulf Coast University Board of Trustees  
January 18, 2011

SUBJECT: Regulation: FGCU-PR7.001 Tuition and Fees

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PROPOSED BOARD ACTION

Authorize the University to submit the proposed tuition and fee regulations to the Florida Board of Governors for approval.

BACKGROUND INFORMATION

Sections 1001.706(3)(c), 1001.74 (3)(c) and 1009.24, Florida Statutes, and the Florida Board of Governors Regulation require the FGCU Board of Trustees to establish tuition and fees for the University. The University shall seek approval of the Board of Governors for the establishment of a new fee related to Campus Recreation, as well as changes to existing fees. Therefore the proposed tuition and fee Regulation FGCU-PR7.001, Tuition and Fees, will be submitted to the Board of Governor’s for approval to become effective and implemented in the Fall of 2011.

The proposed tuition and fee regulation FGCU-PR7.001, Tuition and Fees, seeks approval to establish a new local fee of $4.49 per credit hour to provide program support for Campus Recreation. In addition, the proposed tuition and fee regulation (1) decreases the Activity and Service Fee by $4.49 per credit hour, (2) increases the Health Fee by $3.44 which includes $.60 per credit hour for program support and $2.84 per credit hour to be made available to bond for the construction of a Campus Recreation and Wellness Facility, and (3) increase the Athletic Fee by $.75 per credit hour for program support.

In accordance with the University’s regulation development procedure, FGCU’s Emergency and Permanent FGCU Regulation FGCU-PR7.001, Tuition and Fees, will be submitted at the June 2011 Board of Trustees meeting for approval along with the standard tuition and fee increases or decreases as authorized by the 2011-12 General Appropriation Act subject to approval by the Governor.

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Supporting Documentation Included: (1) Notice and Tuition and Fees Regulation (FGCU-PR7.001); and (2) Recommendation from the Student Fee Committee and Student Senate Resolution.

Prepared by: Assistant Vice President of Administrative Services / Controller, Linda Bacheler

Legal Review by: General Counsel Vee Leonard (December 7, 2010)

Submitted by: Vice President for Administrative Services & Finance Joe Shepard
REGULATION: FGCU-PR7.001

Tuition and Fees
(Permanent)

A. General. Tuition and fees assessed by the University shall be in accordance with the General Appropriations Act and the rules and policies of the Board of Governors.

B. 1. Tuition and Fee Schedule. The University shall assess the following tuition and fees per credit hour for each regularly enrolled student, depending on whether a student is a resident or non-resident of the State of Florida, unless provided otherwise by law or in this rule:

<table>
<thead>
<tr>
<th>Tuition/Fee</th>
<th>Resident Undergraduate</th>
<th>Non-Resident Undergraduate</th>
<th>Resident Graduate</th>
<th>Non-Resident Graduate</th>
</tr>
</thead>
<tbody>
<tr>
<td>Tuition</td>
<td>95.67</td>
<td>613.99</td>
<td>249.15</td>
<td>1006.30</td>
</tr>
<tr>
<td>Tuition Differential</td>
<td>12.80</td>
<td>12.80</td>
<td></td>
<td></td>
</tr>
<tr>
<td>Financial Aid Fee</td>
<td>4.77</td>
<td>30.68</td>
<td>12.45</td>
<td>50.30</td>
</tr>
<tr>
<td>Transportation Fee</td>
<td>5.75</td>
<td>5.75</td>
<td>5.75</td>
<td>5.75</td>
</tr>
<tr>
<td>Parking Decal Fee</td>
<td>2.75</td>
<td>2.75</td>
<td>2.75</td>
<td>2.75</td>
</tr>
<tr>
<td>Capital Improvement</td>
<td></td>
<td></td>
<td></td>
<td></td>
</tr>
<tr>
<td>Trust Fund Fee</td>
<td>2.44</td>
<td>2.44</td>
<td>2.44</td>
<td>2.44</td>
</tr>
<tr>
<td>Building Fee</td>
<td>2.32</td>
<td>2.32</td>
<td>2.32</td>
<td>2.32</td>
</tr>
<tr>
<td>Activity and Service Fee</td>
<td>11.24 6.75</td>
<td>11.24 6.75</td>
<td>11.24 6.75</td>
<td>11.24 6.75</td>
</tr>
<tr>
<td>Athletic Fee</td>
<td>11.79 12.54</td>
<td>11.79 12.54</td>
<td>11.79 12.54</td>
<td>11.79 12.54</td>
</tr>
<tr>
<td>NCAA Athletic</td>
<td>4.00</td>
<td>4.00</td>
<td>4.00</td>
<td>4.00</td>
</tr>
<tr>
<td>Health Fee</td>
<td>7.74 11.18</td>
<td>7.74 11.18</td>
<td>7.74 11.18</td>
<td>7.74 11.18</td>
</tr>
<tr>
<td>Technology Fee</td>
<td>4.77</td>
<td>4.77</td>
<td>12.45</td>
<td>12.45</td>
</tr>
<tr>
<td>Campus Recreation Fee</td>
<td>4.49</td>
<td>4.49</td>
<td>4.49</td>
<td>4.49</td>
</tr>
<tr>
<td><strong>Total Per Credit Hour</strong></td>
<td><strong>$166.04</strong></td>
<td><strong>$740.27</strong></td>
<td><strong>$322.08</strong></td>
<td><strong>$1,117.08</strong></td>
</tr>
<tr>
<td></td>
<td><strong>170.23</strong></td>
<td><strong>714.46</strong></td>
<td><strong>326.27</strong></td>
<td><strong>1,121.27</strong></td>
</tr>
</tbody>
</table>

2. Repeat Course Fee. A student enrolled in the same undergraduate college credit course more than twice shall be assessed an additional $163.38 per credit hour charge for each such course.

3. Excess Hour Fee. A student enrolled in excess of 120 percent of the number of credit hours required to complete the baccalaureate degree program in which the student is enrolled shall be assessed an excess hour surcharge
equal to 50 percent of the tuition rate for each credit hour in excess of the 120 percent, except as otherwise provided in the Board of Governors' Regulation 7.003(25).

C. Payments on Accounts Due the University.

Charges against a student's account for loss or breakage of University equipment, lost books, library or parking fines and other related charges are due immediately. University policy prohibits registration, or release of transcript and diploma for any student whose account with the University is delinquent.

D. Registration Occurs When a Student:

1. Selects one or more credit courses approved and scheduled by the University; and,

2. Pays tuition and fees, partial or otherwise, or makes other appropriate arrangements for tuition payment (deferment, or third party billing) for the courses in which the student is enrolled as of the end of the drop/add period. The University does not have a plan for installment payment of fees.

E. Payment.

Tuition and registration fees must be paid in full by the payment deadline date designated in the Academic Calendar as the "last date to pay fees" for each term. Payments shall be made at the Cashier's Office, University Website, or by mail and received no later than that date. The President or designee will extend the deadline for fee payment when payment by the student is delayed due to University action or inaction.

F. Liability for Payment of Tuition.

Liability for payment of tuition is incurred at the point at which the student has completed registration. Students are liable for all fees associated with all courses in which they are registered at the end of the drop/add period.

G. Cancellation of Registration.

A student's course schedule shall be canceled when tuition has not been paid or when arrangements for payment have not been made through the Office of Financial Aid or the Cashier's Office. Students are liable for tuition and fees associated with all courses in which they are registered at the end of drop/add period. A student who has not made any effort to pay their tuition and fees by the published deadline will have all courses canceled. A student whose course schedule has been canceled cannot thereafter attend classes and will not obtain credit for courses. A student whose course schedule has been canceled will be mailed written notice of cancellation from the Registrar's Office to his/her last
known address on record and be given a deadline by which he/she may apply for reinstatement. A student who make an effort to pay, including but not limited to partial payments by credit card, check, or cash, any type of financial aid or scholarship, grants, waivers, third party contracts, Florida Bright Futures, and Florida Pre-paid, by the published deadline will not be cancelled from all courses and are considered fee liable.

H. Reinstatement.

Students may seek reinstatement of their course schedule by following the procedures outlined in this subsection.

1. Requests for Reinstatement. A request for reinstatement must be presented in writing to the Registrar's Office by the deadline given on the notice of cancellation mailed to the student. The request for reinstatement must include all documentation supporting the request. The Reinstatement Appeals Committee will evaluate the request based upon the criteria contained in this rule and notify the student in writing of its decision.

2. Reinstatement Appeals Committee. A student whose course schedule has been canceled for non-payment may apply for reinstatement of the course schedule to the Reinstatement Appeals Committee. The Committee shall consist of at least three staff members appointed annually by the President, and one student appointed by the FGCU Student Government. The Committee shall meet as required between the published last day to pay fees and six months after the end of the term for which the reinstatement is requested. The decision of the Committee shall be final.

3. Criteria for Reinstatement. In evaluating a request for reinstatement, the Committee shall apply the following criteria:

a) Reinstatement shall be granted where it is demonstrated that the student's registration was canceled through University error.

b) Reinstatement shall be granted where the student submits documentation demonstrating that the student was prevented from making timely payment due to extenuating circumstances beyond the student's control. Examples of "extenuating circumstances" include:

1) A student was unavoidably out of town during the week prior to the last day to pay fees, or

2) A student was ill and unable to make payment prior to the last day to pay fees.

c) If a student's reinstatement is approved by the Reinstatement Appeals Committee, they must be reinstated for all courses for which they were
originally registered.

4. Where reinstatement is granted, the student shall take the written decision of the Committee to the Cashier's office, pay the fees which are due and complete the registration process with the Registrar's Office.

I. Late Registration Fee.

1. A late registration fee of $100 shall be assessed by the University when registration is initiated after the close of the regular registration period.

2. The late registration fee shall be waived when:
   a) The late registration was caused by a University error, or
   b) The student was unavoidably out of town on the last day to register (documentation must be provided), or
   c) The student was ill (documentation must be provided), or
   d) The course was closed and the student was required to wait until classes started (written documentation from the instructor is required), or
   e) The student was informed after the published last day to register that a course is necessary in order to graduate, be re-certified, or is a work related requirement (appropriate documentation must be provided).

J. Late Payment Fee.

A late payment fee of $100 shall be assessed by the University when:

1. A student pays his/her fees after the published "last day to pay fees", and has been approved for reinstatement pursuant to this rule; or

2. A dishonored check is redeemed after the last date to pay fees.

K. University Loan Program Service Charge.

In lieu of interest, a $10 service charge will be assessed to any student participating in the University loan program regardless of the amount of the loan. Students utilizing the university loan program must sign a promissory note which obligates them to the total loan amount including the $10 service charge for each loan issued.

L. Tuition and Fee Appeals.

Students may appeal the assessment of fees and request refunds of tuition and fees to the Fee Appeals Committee according to procedures set forth in this
subsection.

1. Procedures. A student who seeks review of tuition or a fee assessed shall file a written appeal with the Registrar's Office. The appeal must set forth the basis for seeking a refund and attach all supporting documentation. An appeal must be filed no later than six months following the last day of the term during which the respective tuition or fees were incurred. For the purpose of this regulation, summer terms are considered as one term.

2. Tuition and Fee Appeals Committee. The Tuition and Fee Appeals Committee shall consist of at least three staff members who are appointed annually by the President, and one student appointed by the FGCU Student Government. The Committee shall meet as often as necessary to review and act upon appeals which come before it.

3. Committee Determinations. Each appeal will be initially reviewed by the Registrar or designee. A decision will be made by the Registrar's Office according to criteria established by this regulation. The decision shall be communicated in writing to the student within sixty (60) days from the date the appeal was filed with the University. The Tuition and Fee Appeals Committee shall consider only cases of those students who are appealing the initial decision made by the Registrar's Office. Students may appear in person before the Committee to present their appeal. The decision of the Committee is final.

4. Criteria for Determining Tuition and Fee Appeals. The criteria established by this regulation shall govern decisions by the Registrar and the Tuition and Fee Appeals Committee:

a) An appeal shall be granted when it is demonstrated that tuition or fees were paid as a result of University error.

b) An appeal shall be granted when it is demonstrated that the student was prevented from timely withdrawal from the University due to extenuating circumstances beyond the student's control. Extenuating circumstances include death of the student, or death in the immediate family (parent, spouse, child, sibling) of the student; illness of the student that is of long duration or severity, as confirmed in writing by a physician; or call to, or enlistment in, active military duty.

M. Refunds.

Refunds will be processed and mailed to the address shown on the Registrar's files to all students whose fee accounts show an overpayment after the published last day to pay fees. Students due a refund will not be required to submit a refund request to receive their refund because it will be automatically calculated. If there
is a balance due to the University in the accounts receivable system, that amount will be deducted from any refund due. In addition, students shall be entitled to refunds in the following circumstances:

1. 100% of tuition and course related fees will be refunded if notice of complete withdrawal or course withdrawal from the University occurs prior to the end of drop/add period.

2. 25% of tuition and course related fees will be refunded if notice of withdrawal from ALL courses from the University occurs prior to the deadlines as designated by the University or in the Academic Calendar for each term.

3. Students who receive financial aid and subsequently change their enrollment status and this action results in a refund, may have all or a portion of their refund returned to the University’s Financial Aid Office in accordance with the terms of their financial aid agreement.

4. 100% of tuition and course related fees if a student withdraws or drops a course due to circumstances which are exceptional and beyond the control of the student. Requests for fee adjustments must meet one of the conditions below to be considered:

   a) Death of the student or immediate family member (parent, spouse, child or sibling) as confirmed by documentation indicating the student's relationship to the deceased. A death certificate is required.

   b) Illness of student of such severity or duration to preclude completion of course(s). Written confirmation by a physician required.

   c) A situation in which the University is in error as confirmed in writing by the appropriate Vice President or other senior administrator.

N. Deferred Payment Status.

Deferred payment status for tuition and registration fees will be granted upon application by the student on the following grounds:

1. Veterans shall be entitled to deferment in accordance with the provisions of Section 1009.27, F.S.

   a) Each student granted a veteran's deferment shall sign a promissory note for the amount of registration and tuition fees due. The promissory note must be presented to the University Cashier’s Office before the published last day to pay fees. Failure to present the promissory note by the deadline will result in the student being assessed the $100 late payment fee. If the student does not present an authorized deferment to the Cashier, including the $100 late fee, by the close of the fourth week of classes, the student's registration shall be
canceled. The student may request reinstatement by presenting an
authorized VA deferment promissory note along with a $100 late
registration/late payment fee in lieu of full payment of tuition and registration
fees. (See the procedure outlined in Reinstatement.)

b) If an eligible student's educational benefits are delayed beyond the deferral
period, (end of term for which they are enrolled) the deferment will be
extended upon request by the student with written verification from the
granting entity that the student is eligible to receive benefits and that benefits
are being processed for payment. Upon receipt of written verification, the
Registrar's Office shall approve the deferment and any request for extension.
Additional extensions may be similarly granted until such time that the student
begins receiving educational benefits. Failure of the veteran to pay the
amount of the authorized deferment by the due date or extended date,
whichever is later, will result in the student being assessed the $100 late
registration/late payment fee.

2. Third Party Billings. Deferment is permitted when formal contractual
arrangements have been made with the University for payments by an
approved third party. The President or designee is responsible for negotiating
such third party contracts.

3. Delay in Financial Aid Delivery. Deferral of tuition and fees is permitted for
those students receiving financial aid from federal, state, or University
assistance programs when delivery of the aid is delayed through
circumstances beyond the control of the student. Failure to make timely
application for such aid shall be insufficient reason to receive such deferral.
The Director of Financial Aid shall certify a student's eligibility for deferral to
the University Controller or designee for each student for each academic term
for which receipt of aid is delayed.

4. Extraordinary circumstances exist and the deferment has the approval of the
President or his designee.

O. Withdrawal or Course Changes due to Military Service.

A student who is called to, or enlists in, active military service in the United
States Armed Forces may choose to withdraw from the University or any
course(s) with a full refund of tuition and fees paid and without academic penalty.
In the alternative, a student may elect not to withdraw and to complete the
course(s) at a later date. A student who elects to complete the course(s) at a
later date shall re-enroll and begin completion of the course(s) requirements no
later than within six months after discharge or release from active military duty.

1. Notification of withdrawal or course change(s) due to military service shall be
made to the Office of the Registrar as soon as practicable. The student, or a
representative of the military service on the student's behalf, shall provide verification of the official active duty orders and/or discharge to the Office of the Registrar.

2. The transcript of a student will be annotated to reflect that the above withdrawal or course change(s) is due to active military service.

3. A student living in University housing or registered for a meal plan will receive a pro rata refund of fees paid based on the date of withdrawal or the date of election to complete the course(s) at a later date, or the terms of the meal plan.

4. The student is responsible for returning any outstanding library materials and University equipment, and for the payment of any parking fines assessed by the University.

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Action by Florida Gulf Coast University Board of Trustees:
Approved 06/15/10

Action by the Florida Board of Governors:
Approved 07/07___/10

Law Implemented:
§§1001.74(3)(c) & (6)(i), 1009.01, 1004.07, 1009.21, 1009.24, 1009.26, 1009.27, 1009.28, 1009.285, Florida Statutes

History of Predecessor Rule:
New 1/12/98; Amended 4/11/00; 10/4/00; 11/17/02; 9/4/03; 1/8/04; 9/28/04

History of Regulation:
New 11/13/05, Amended 6/29/06; 6/19/07; 7/27/07; 6/17/08; 10/27/08, 6/29/09, 07/07/10

Effective Date of Regulation:
07/07___/10

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FGCU-PR7.001
Florida Gulf Coast University
06/30/17/2

Approved _____________
November 29, 2010

Dr. Wilson Bradshaw, President
10501 FGCU Blvd. South
Academic Building 5 / 317D
Fort Myers, FL 33965

Dear Dr. Bradshaw,

Attached is a copy of the letter submitted to me from the Student Fee Committee that was tasked with recommending any changes in the three major student fees on campus; Health Fee, Athletic Fee, and Activity and Service Fee. In addition, this committee considered a proposal to recommend the establishment of a new local fee for Campus Recreation. The committee met over the fall semester 2010 and was comprised of the following individuals: Anthony Graziani (Committee Chair), Reid Lennertz, Ruth Rodrigues, Dr. Dennis Hunt, students Laureen Shuetz, Nick Sessa, and Rosa Mendoza.

The committee heard presentations from the Athletic Director, the Director of Counseling and Health Services, and me to address programmatic needs and the process to establish a Local Fee. Student Government chose not to request an increase in the Activity and Service Fee and subsequently did not present any information to the committee for review. A synopsis of their recommendations follows:

1. Decrease the Activity and Service Fee by $4.49 per credit hour.
2. Establish a Local Fee of $4.49 per credit hour to provide program support for Campus Recreation.
3. Increase the Health Fee by $3.44 to provide an additional $.60 per credit hour for program support and $2.84 per credit hour to be made available to bond for the construction of a Campus Recreation and Wellness Facility.
4. Increase the Athletic Fee by $.75 per credit hour for program support.
This recommendation, if approved by you, would go forward to the Board of Trustees at the January meeting for final approval. Please contact me if you have any questions regarding this recommendation and the impact on the programs that have been affected by these changes.

Sincerely,

[Signature]

J. Michael Rollo
Vice President for Student Affairs

Enc: Student Fee Committee Recommendation
     Presentation of Athletic Department
     Presentation of Counseling and Health Services
November 19th, 2010

Dr. J. Michael Rollo  
Vice President  
Division of Student Affairs  
Florida Gulf Coast University

Dr. Rollo:  

In accordance with your instructions, the Student Fee Committee heard proposals from the Athletics Department and Student Health Services regarding increases to their respective student fees for the 2011-2012 academic year. The committee also heard and discussed your proposal to fund the construction of a new Campus Recreation Center through the implementation of a new Recreation Fee by lowering the Activities and Services Fee and bonding an increase of the Health Fee. Student Body President Kimberly Diaz gave a short presentation and elected not to request any changes to the Activities and Services Fee in order to give full support and attention to your proposal to construct a new Campus Recreation Center. The Athletics Department provided a request with potential increases of $0.50 and $0.75 to the Athletic Fee. Student Health Services provided a request with potential increases to the Health Fee ranging from no increase, $0.45, $0.60, $0.86, and $1.06.

The Student Fee Committee makes the following recommendations based on the information provided in each proposal and student feedback provided to committee members:

General comments in arriving at the committee’s recommendations:

• The committee had the ability to potentially increase student fees $1.54, or by $3.19 if the new local Recreation fee was implemented. However, the committee felt that due to the economic environment in our state and the potential increase to tuition next year that raising student fees to the maximum amount was not appropriate.
• The committee felt that smaller incremental increases each year, as opposed to larger increases every couple of years, is a better strategy to more accurately evaluate the financial status of the departments that receive their funding from student fees.

The creation of a new local Recreation Fee at $4.49 per credit hour by reducing the Activities and Services Fee $4.49 per credit hour from $11.24 to $6.75 per credit hour

The committee took the following into consideration in arriving at this recommendation:

• The current Campus Recreation facilities are insufficient to meet the needs of the rapidly growing student enrollment. The establishment of this new local fee will allow the Health fee to be raised $2.84 and bonded in order to make funds available to construct a new 50,000 sq. Recreation Center.

• This new fee will not increase the total amount of fees that students pay per credit hour because the Activities and Services Fee will be reduced by $4.49.
• The committee believes that while the Activities and Services fee will be reduced, there will be no realized loss of money for Student Government to allocate due to the fact that Campus Recreation and Sports Clubs will now receive their funding from the Recreation fee as opposed to the Activities and Services fee.
• The committee expressed concerns related to sports clubs receiving funding through the Campus Recreation budget but ultimately decided that adequate controls could be implemented through the drafting of the Student Government Resolution titled “Campus Recreation Fee Resolution” and the new Campus Recreation Advisory Board policies.

A $3.44 per credit hour increase to the Health Fee, increasing it from $7.74 to $11.18 per credit hour

The committee took the following into consideration in arriving at this recommendation:
• The committee decided to recommend an increase in the Health fee in two increments for two separate and specific purposes. The first increase of $2.84 would be bonded to allow the construction of a new Campus Recreation Center. The second increase of $0.60 will go towards the operating budget of those areas supported by Health fees.
• The committee believes that this $0.60 increase would help stabilize the financial condition of the Health Fee budget, which was projected to operate at a net loss of $126,261.00 in 2011-2010 academic year if no increase is given.
• The additional $0.60 will increase the Health Fee operating budget by approximately $45,976.00 allowing for the addition of a new Prevention and Wellness Services Program Assistant and continued PEERS Care Training, which were identified as priorities from the Director.

A $0.75 per credit hour increase to the Athletic Fee, increasing it from $15.79 to $16.54

The committee took the following into consideration in arriving at this recommendation:
• The committee believes that a successful intercollegiate athletics program plays an important role in the University community and the FGCU experience.
• The additional $0.75 will allow seven teams to travel to post season games as well as retain coaching and support staff necessary to stay competitive in the A-Sun Conference.
• Due to the Athletic Departments new initiatives to reach out to the student body and draw larger student attendance at home games, the committee believes that the increase in the Athletic budget will directly benefit the student body as a whole.

On behalf of the Student Fee Committee,

Anthony Graziani
Chairman
Student Fee Committee