

<b>Student Fees Policy</b>	Policy Number	4.10
	Effective Date	TBD

**1.0 POLICY & PURPOSE**

The Board of Trustees of Laramie County Community College (LCCC) is committed to ensuring access and affordability to higher education for the students it serves. A fundamental aspect of that philosophy is managing the costs associated with participation in higher education. The Board recognizes there is motivation as well as necessary value in students bearing a portion of the cost of attendance. Thus, the Board understands the need for assessing student fees in certain circumstances. The purpose of this policy then is to provide the over-arching parameters for the use of fees and to direct the President to develop administrative procedures for the review of current, and approval of new fees at LCCC.

A. Use of Student Fees

Student fees should be charged to cover a unique, and identifiable cost associated with delivering a quality educational experience. These fees shall be used solely for the purposes of which they were proposed and approved. In most cases, the fees charged should not exceed the cost of providing the product or service available to the student.

B. Review of Student Fees

The President shall implement a procedure for the frequent and reoccurring review of all fees assessed to students. This review should consider the current fee amounts to assess if those levels are appropriate for covering the expenses associated with the purpose of the fee, and if not, to activate a process for increasing or decreasing fees appropriately.

C. Inclusiveness and Transparency


Affordability of a higher education remains a fundamental aspect of access. Thus, changes to affordability should be made carefully and rationally, with opportunities for broad inclusion of those individuals most impacted. To that end, the Board expects the President to develop opportunities for input, especially by students, into the proposal, review and changes to student fees. Further, The Board expects the President will create transparent mechanisms for publishing pertinent information to proposed and active student fees at the College.

**2.0 REVISION HISTORY**

Adopted on: TBD

**3.0 PERSONS AFFECTED**

Students of Laramie County Community College are subject to the provisions of this policy.

REQUIRED APPROVALS	NAME/SIGNATURE	DATE
Originator(s) Name(s)	Carol Hoglund, Administration and Finance Vice President	8/26/14
Ratified by College Council	Chad Marley, College Council Co-chair	9/22/14
Recommended by President (Signature)		9/22/14
Approval by Trustees (Signature)		