

<b>Tuition Procedure</b>	Procedure Number	4.9P
	Effective Date	TBD

**1.0 PURPOSE**

In accordance with W.S. 21-18-202, the Wyoming Community College Commission (WCCC) has the authority and responsibility for setting the tuition rates for the Wyoming community colleges, including Laramie County Community College (LCCC). The WCCC procedures on setting tuition are further defined in WCCC Rule 3: General Functions, Section 4: Establishing Tuition Rates

**2.0 REVISION HISTORY**

Adopted on: TBD

**3.0 PERSONS AFFECTED**

This procedure is applicable to the Board of Trustees, all full-time and part-time administrators, staff, professionals and students.

**4.0 DEFINITIONS**

- A. *Resident* – A student that resides in the state of Wyoming.
- B. *Non-resident* – A student that resides outside of the state of Wyoming.
- C. *Western Undergraduate Exchange (WUE)* – A program through which students in participating states may enroll in designated institutions and programs in other participating states at a special, reduced tuition level. Under the terms of this program, students can be admitted at a cost of 150 percent of resident tuition.

**5.0 PROCEDURES**

WCCC sets tuition rates for resident, non-resident and Western Undergraduate Exchange students in December of each year. The new tuition rates are posted on the LCCC website and are documented in the Schedule of Classes for each semester.

REQUIRED APPROVALS	NAME/SIGNATURE	DATE
Originator(s) Name(s)	Carol Hoglund, Administration and Finance Vice President	8/26/14
Approval by President's Cabinet		
Ratified by College Council	Typed Name of College Council Co-chair	
Approval by President (Signature)		