

BROOKDALE COMMUNITY COLLEGE

BOARD POLICY 4.1000

I. Title of Policy

Tuition and Fees

II. Objective of Policy

To authorize a tuition and fee structure to ensure that students provide a reasonable share of budgeted income.

III. Authority

New Jersey Statutes 18AChapter 3B (new) Higher Education Governance

IV. Policy Statement

A tuition and fee schedule shall be proposed by the President as part of the budget process. The tuition schedule shall include separate rates for residents of Monmouth County, residents of other New Jersey counties, out-of-state residents, and authorized special programs.

The schedule will be developed to provide that budgeted income not estimated to be met from state, county and other sources.

Within the restraints set by state and county allocations, projected revenue from student tuition should approximate one-third of College operating expenditures.

A schedule of tuition and fees shall be adopted by the Board of Trustees when it approves the College budget, and revised when appropriate

It is the responsibility of the President to inform students and the general public in timely fashion of this schedule.

Revisions to the schedule of tuition and fees may, under extraordinary circumstances be proposed by the President during the academic year.

Requirements for any refund of tuition and/or fees shall be provided by College regulations. Such regulations shall ensure that the College retains funds adequate to cover its direct and indirect costs for services rendered.

V. Responsibility for Implementation

President and Board of Trustees

Approved: Board of Trustees
5/24/73

Revised: 10/24/96
1/15/04

GUIDING PRINCIPLES FOR TUITION DIFFERENTIATION

1. Differentiated tuition is recognized as an exception to the formally approved tuition rates of Brookdale Community College.
2. *Reduction* exceptions can be authorized by the President within these guidelines; *increased* tuition would only be approved by the Board of Trustees.
3. The differentiated rate is reviewed for each situation, annually, and reflects any variance in the College's base tuition for that year.
4. The "discounted" tuition rate would provide some re-appropriated revenue accommodation to offset the reduction in rate as reflected in the annual College budget.
 - a. Any reduction can be no more than 50% of the base tuition rate and is only justified on the basis of either a direct subsidy to the tuition from an external (non-reallocated internal resources) source, or a valid rationale for the overhead or "cost" reduction in the operation of the course to merit a 50% reduction
 - b. Reductions up to 50% may be recommended in "pilot" project situations where incremental enrollment and/or volume of registration will offset the revenue reduction of the discount.

Approved 12/11/03