

FORM OF ORDER AND TRANSMITTAL BY BOARD, COMMISSION, OR COUNCIL

State of Washington

Board of Trustees
(name of governing body)

Bellevue Community College
Community College District VIII
(name of institution)

Resolution No. 107

Administrative Order No. 55

(1) Be it resolved by the board of Trustees
of the Bellevue Community College - Community College District VIII
acting at Bellevue Community College - 3000 Landerholm Circle S.E., Bellevue, WA 98007
that it does promulgate and adopt the annexed rules relating to:

Admissions, Residency Classification, Registration Regulations - Schedule of Fees
and Financial Aid for Community College District VIII

(2) ALTERNATIVE A. Use only for Adoption of Permanent Rules.
This action is taken pursuant to Notice No. filed with the code reviser on Such rules
shall take effect:
[X] pursuant to RCW 28B.19.050(2).
at a later date, such date being

(2) ALTERNATIVE B. Use only for Adoption of Emergency Rules.
We, the Board of Trustees of BCC, Community College District VIII, find that
an emergency exists and that the foregoing order is necessary for the preservation of the public health, safety, or
general welfare and that observance of the requirements of notice and opportunity to present views on the
proposed action would be contrary to public interest. A statement of the facts constituting such emergency is:
The current Refund Policy discriminates against Community Service/Continuing
Education students. Non-resident students are also penalized for instructional
services under the current Refund Policy. The proposed emergency amendment provides
for more equitable treatment of these students and is necessary in order to make
available to the community the amended Refund Policy at the earliest possible time.
Such rules are therefore adopted as emergency rules to take effect upon filing with the code reviser.

(3) Pursuant to the requirements of WAC 1-13-040 that each order shall set forth an appropriate statement
of state statutory authority (fill in statement (a), (b), or (c) as appropriate):

(a) This rule is promulgated pursuant to RCW and is intended to administratively implement that statute.
(b) This rule is promulgated pursuant to RCW which directs that the

(institution)
has authority to implement the provisions of
(name of act or RCW citation)

[X] (c) This rule is promulgated under the general rule-making authority of the
Bellevue Community College - Community College District VIII
(institution)
as authorized in RCW 28B.50.140

(4) The undersigned hereby declares that he has complied with the provisions of the Open Public Meetings Act
(chapter 42.30 RCW), the Administrative Procedure Act (chapter 34.04 RCW) or the Higher Education
Administrative Procedure Act (chapter 28B.19 RCW), as appropriate, and the State Register Act (chapter 34.08
RCW).

STATE OF WASHINGTON

(5) This order after being first recorded in the order register of this governing body is herewith transmitted to
the Code Reviser for filing pursuant to chapter 28B.19 RCW and chapter 1-13 WAC

APPROVED AND ADOPTED December 6, 1977

CODE REVISER'S OFFICE
DOCKET # 8692 FILE # 2

By Thomas E. O'Connell
Secretary, Board of Trustees
Title

STATE OF WASHINGTON
COMMUNITY COLLEGE DISTRICT VIII
BOARD OF TRUSTEES

RESOLUTION NO. 107

Administrative Order 55

A RESOLUTION relating to the adoption of an emergency amendment to Admissions, Residency Classification, Registration Regulations - Schedule of Fees and Financial Aid for Community College District VIII.

BE IT RESOLVED BY THE BOARD OF TRUSTEES OF COMMUNITY COLLEGE DISTRICT VIII, STATE OF WASHINGTON:

WAC 132H-160-180 REFUND POLICY is being filed as an emergency amendment to Admissions, Residency Classification, Registration Regulations - Schedule of Fees and Financial Aid for Community College District VIII in order to make available to the community the amended Refund Policy at the earliest possible time.

APPROVED AND ADOPTED December 6, 1977.

BOARD OF TRUSTEES

Delores E. Teutsch
Delores E. Teutsch, Chairperson

Claire Thomas
Claire Thomas, Vice-Chairperson

Neil L. McReynolds
Neil L. McReynolds, Trustee

Mary McKinley
Mary McKinley, Trustee

Patricia McGlashan, Trustee

ATTEST:

Thomas E. O'Connell
Thomas E. O'Connell
Secretary, Board of Trustees

AMENDATORY SECTION (Amending Order 49, filed 4/8/77)

WAC 132H-160-180 REFUND POLICY. Community College District VIII Board of Trustees has authorized the Registrar to refund fees when a student withdraws from college or a course(s). A student who is requested to withdraw for disciplinary reasons will not be eligible for a refund. (1) Tuition fees are refunded upon withdrawal from college or a course(s) as follows:

- (a) Prior to the first day of the quarter:
 - (i) Complete withdrawal from college - 80% Refunded
 - (ii) Withdrawal from a course(s) (reduction of class load below 10 credits) - 80% Refunded
- (b) Through first week of the quarter:
 - (i) Complete withdrawal from college - 50% Refunded
 - (ii) Withdrawal from a course(s) (reduction of class load below 10 credits) - 50% Refunded
- (c) After first week of quarter:
 - (i) Complete withdrawal from college - No Refund
 - (ii) Withdrawal from a course(s) (reduction of class load below 10 credits) - No Refund
 - (iii) Cancellation of a course - Permission to transfer to another course or full refund upon request
- (d) Deferred Payment Deposit (The deferred payment is a \$20 tuition deposit paid at the time of registration by students who choose to postpone payment in full until the required due date. See quarterly class schedule)
 - (i) 100% refundable prior to the opening day of the quarter, less \$10 service charge
- (e) Lab fees
 - (i) Prior to first week of quarter - 100% Refund
 - (ii) Through first week of the quarter - 80% Refund
 - (iii) After the first week of the quarter - No Refund
- (f) Parking fees
 - (i) Prior to first week - 100% Refund
 - (ii) Through first week of the quarter - 80% Refund
 - (iii) After the first week of the quarter - No Refund
- (g) Insurance fees
 - (i) Through first week of the quarter only - 100% Refund
 - (ii) After first week of the quarter - No Refund
 - (iii) If insurance claim has been filed - No Refund
- (h) Community Service/Continuing Education tuition and fees:
 - (i) Through the first week of the quarter - 80% Refund
 - (ii) Through the second week of the quarter - 50% Refund
 - (iii) After the second week of the quarter - No Refund
- (i) Non-resident tuition differential:
 - (i) Through the first week of the quarter - 100% Refund