



RULE-MAKING ORDER
(RCW 34.05.360)

CR-103 (10/1/89)

Agency: Bellevue Community College, Community College District VIII

Permanent Rule
 Emergency Rule

(1) Date of adoption: May 9, 1995

(2) Purpose: To bring the college refund policy into compliance with Substitute Senate Bill 6002 enacted April 13, 1995.

(3) Citation of existing rules affected by this order:
Repealed:
Amended: WAC 132H-160-182
Suspended:

(4) Authority for adoption:
Statute: RCW 28B.50.140
Other Authority:

(5.1) **PERMANENT RULE ONLY**
Pursuant to notice filed as WSR _____ on _____ (date).
Describe any changes other than editing from proposed to adopted version:

(5.2) **EMERGENCY RULE ONLY**
Pursuant to RCW 34.05.350 the agency for good cause finds:
 (a) That immediate adoption, amendment, or repeal of a rule is necessary for the preservation of the public health, safety, or general welfare, and that observing the time requirements of notice and opportunity to comment upon adoption of a permanent rule would be contrary to the public interest.
 (b) That state or federal law or federal rule or a federal deadline for state receipt of federal funds requires immediate adoption of a rule.

Reasons for this finding: Provisions in SSB6002 require different lengths of time and percentages for refunds than in the college's existing WAC code governing refunds. The amendment will allow the college to adequately notify students of the change in policy while complying with the new state law.

(5.3) Any other findings required by other provisions of law as precondition to adoption or effectiveness of rule?
 Yes No If yes, explain:

(6) Effective date of rule:
Permanent Rules
 31 days after filing
 Other (specify) _____ *
Emergency Rules
 Immediately
 Later (specify) 5/22/95
*(If less than 31 days after filing, specific finding in 5.3 under RCW 34.05.380(3) is required)

CODE REVISER USE ONLY

CODE REVISER'S OFFICE
STATE OF WASHINGTON
FILED

MAY 27 1995

TIME: 1:50
WSR 95-11-098

NAME (TYPE OR PRINT)
Elise J. Erickson

SIGNATURE
Elise J. Erickson

TITLE
Exec. Asst. Pres., Sec'y to Board Trustees

DATE
5/18/95

AMENDED SECTION

WAC 132H-160-182 Student schedule changes -- Refund policy and administrative fees. Community College District VIII board of trustees has authorized the registrar to collect an administrative fee when a student adds or drops course(s) or withdraws from the college. In addition, the registrar is also authorized to refund fees when a student withdraws from college or a course(s). The registrar has the authority to make judgments regarding refunds in extraordinary circumstances. A student who is requested to withdraw for disciplinary reasons will not be eligible for a refund. Refund provisions for students receiving Title IV Federal aid are described in WAC 132H-160-185, Refund for Title IV Federal Aid Recipients.

Tuition and related fees for fall, winter, and spring quarters are refunded upon withdrawal from college or a course(s) as follows:

(1) Tuition and fees will be refunded at 100% prior to the third instructional day of the quarter for complete withdrawal from college, withdrawal from a course(s) (reduction of class load below 10 credits), and for classes the college has cancelled.

(2) Tuition and fees will be refunded at ~~50%~~ 80% beginning with instructional from-day three through the fourth-week instructional day five of the quarter for complete withdrawal from college or withdrawal from a course(s) (reduction of class load below 10 credits).

(3) Tuition and fees will ~~not be refunded after the fourth-week of the quarter at 50%~~ beginning with instructional day six of the quarter through calendar day twenty of the quarter for complete withdrawal from college, withdrawal from a course(s) (reduction of class load below 10 credits).

(4) Tuition and fees will not be refunded after calendar day twenty of the quarter.

Tuition and related fees for summer quarter are refunded upon withdrawal from college or a course(s) as follows:

Tuition and related fees for summer quarter are refunded upon withdrawal from college or a course(s) as follows:

(5) Tuition and fees will be refunded at 100% prior to the second instructional day of the quarter for withdrawal from college, withdrawal from a course(s) (reduction of class load below 10 credits), and for classes the college has canceled.

(6) Tuition and fees will be refunded at 80% beginning with instructional day two of the quarter through instructional day three of the quarter for withdrawal from college, or withdrawal from a course(s) (reduction of class load below 10 credits).

(7) Tuition and fees will be refunded at 50% beginning with instructional day four of summer quarter through calendar day ten the quarter for withdrawal from college, or withdrawal from a course(s) (reduction of class load below 10 credits).

(8) Tuition and fees will not be refunded after calendar day ten of the quarter.

(4)-(9) If an insurance claim has been filed, no refund will be granted for insurance fees.

(5)-(10) Self support programs may develop different refund policies based upon programmatic reasons, with institutional approval. Policies pertaining to these programs will be listed in the quarterly schedule.