



**RULE-MAKING ORDER**  
(RCW 34.05.360)

**CR-103** (10/1/89)

Agency: Administrative Order 139; Resolution 92-06-39  
State Board for Community and Technical Colleges

Permanent Rule  
 Emergency Rule

(1) Date of adoption: June 19, 1992

(2) Purpose: The rules establish fee levels and methods of charging fees for certain "ungraded" (reduced fee) courses and certain fee waiver programs. The amendments increase such fees to accommodate a reduction in the amount of fee revenue that can be waived which was mandated by the 1992 supplemental budget.

(3) Citation of existing rules affected by this order:

Repealed:  
Amended: WAC 131-28-025, 131-28-026  
Suspended:

(4) Authority for adoption:

Statute: RCW 28B.15.502  
Other Authority: Chapters 231, 232, 238; Laws of 1992

(5.1) **PERMANENT RULE ONLY**

Pursuant to notice filed as WSR 92-10-042 on May 5, 1992 (date)

Describe any changes other than editing from proposed to adopted version:

None

(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:

(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:

<b>Permanent Rules</b>	<b>Emergency Rules</b>
<input checked="" type="checkbox"/> 31 days after filing	<input type="checkbox"/> Immediately
<input type="checkbox"/> Other (specify) _____ *	<input type="checkbox"/> Later (specify) _____

\*Of less than 31 days after filing, specific findings in 5.3 under RCW 34.05.380(3) is required

**CODE REVISER USE ONLY**  
CODE REVISER'S OFFICE  
STATE OF WASHINGTON  
FILED

JUN 23 1992

TIME: 2:58 AM  
WSR 92-14-033

Robert G. Werk

*Robert G. Werk*

Rules Coordinator

DATE  
6/23/92

AMENDATORY SECTION (Amending Order 116, Resolution No. 89-16, filed 6/29/89)

WAC 131-28-025 METHOD OF ASSESSING TUITION AND FEE CHARGES. (1) For academic and occupational regular or short courses, tuition and fees charged to students:

(a) Shall be based upon the number of credits assigned to such courses as listed in the official and current catalog of the college, or for courses not given such credit designations, the number of credit equivalents as computed by the method for deriving such equivalents established by the state board.

(b) Shall be assessed on a per-credit basis at uniform rates for resident and for nonresident students, provided:

That the respective maximums charged to any resident or nonresident student shall not exceed the amount specified in chapter 28B.15 RCW.

(c) Shall be assessed for part-time students, for each credit of registration or its equivalent, at the rate of one-tenth of the total combined tuition and services and activities fees charged to full-time students consistent with chapter 28B.15 RCW.

(d) Shall include an additional fee for each credit in excess of eighteen at the rate of one-tenth of the tuition charged to full-time students consistent with chapter 28B.15 RCW (~~(7-except-that-no--such)~~). The additional ((charges-shall-be)) fee assessed to a student enrolled in both a vocational preparatory program and a required course in that program ((as-defined-in-WAC-131-28-027)) shall be set at fifteen percent of the per credit tuition charge, rounded to the nearest whole dollar. This exemption shall require written approval by an appropriate college official.

(e) Shall be no less than two times the amount of tuition and services and activities fees charged for one credit.

(2) The provisions of this section shall not apply to the ungraded courses set forth in WAC 131-28-026.

(3) For student funded courses, fees charged to students:

(a) Shall be designated as a special fee, all revenue from which shall be used for the general operations and maintenance of the college;

(b) Shall be assessed at a rate sufficient to defray the direct and indirect costs of offering such community service courses.

(4) Nothing herein shall be construed to be a restriction on the right of the district board of trustees to assess additional noninstructional fees and special fees to cover unique instructional costs or expendable instructional materials related to any course offered by a college district.

AMENDATORY SECTION (Amending Order 133, Resolution No. 91-49, filed 10/4/91, effective 11/4/91)

WAC 131-28-026 TUITION CHARGES FOR CERTAIN UNGRADED COURSES.

(1) ~~((When--in--the--judgment-of-a-district-board-of-trustees-certain courses-should-be-designated-as))~~ The state board shall designate ungraded courses ~~((and))~~ offered ~~((by))~~ at tuition rates that differ from the standard rates set by WAC 131-28-025 ~~((7-the-board-of-trustees may-propose-such-designations-and-tuition-levels--Implementation--of such--proposals--shall-be-contingent-upon-approval-of-the-state-director,-who-shall-review-such-proposals-with-respect-to-the-provisions-of subsection-(2)-of-this-section-and-with-respect-to-a-general--standard-of-system-wide-consistency-of-tuition-charges-when-essentially-similar services-are-provided))~~.

(2) Ungraded courses designated pursuant to subsection (1) of this section shall meet the following qualifications:

(a) The primary intent of offering the course is other than providing academic credit applicable to an associate's or higher degree.

(b) The course has a specialized purpose in that it is intended to meet the unique educational needs of a specific category or group of students.

(c) The course is offered for the purpose of providing the individual student with a discrete skill or basic body of knowledge other than that intended to lead to initial employment.

(d) The course cannot be administered as a contract course pursuant to WAC 131-28-027, 131-32-010, or 131-32-020.

(e) The course is not offered primarily as an integral part of any lower-division curriculum or program.

(f) The course is not one specifically or primarily intended to satisfy requirements for receiving a high school diploma.

(3) For the purposes of this section, ungraded courses shall be defined as those courses classified according to the official course classification taxonomy established by the state board as occupational supplementary, occupational homemaking, academic basic education, or academic general education courses, provided they shall also meet the qualifications set forth in subsection (2) of this section.

(4) For the purpose of implementing WAC 131-28-025(2), the tuition, exclusive of special fees, charged by any Washington community college for the following ungraded courses shall be based on the following percentages of the per credit tuition fee for regular courses. There is no services and activities fee for ungraded courses:

TUITION

COURSE	((SERVICES-AND BUILDING-----OPERATING-----ACTIVITIES FEE-----FEE-----FEE))		
	(a) Courses offered for the purpose of satisfying related or supplemental educational requirements for apprentices while indentured with the Washington state apprenticeship council or Federal Bureau of Apprenticeship and Training	(\$1.40----- per----- credit-----)	\$3.60----- per----- credit))
	<u>Thirty percent;</u> <u>provided the</u> <u>director shall</u> <u>convert the credit</u> <u>hour change to a</u> <u>rounded amount per</u> <u>clock hour and</u> <u>districts shall</u> <u>charge accordingly</u>		
(b) Department of labor and industries approved industrial first aid courses offered for the purpose of satisfying WISHA first aid certification requirements	((Standard-rate-- One hundred percent	Standard-rate--	No-charge))

## TUITION

COURSE	((SERVICES-AND		
	BUILDING-----OPERATING-----ACTIVITIES	FEE-----FEE-----FEE))	
(c) Parent education involving cooperative preschool program	((The-combined-----No-charge standard district charge-per credit hour-for tuition-and operating-fees less-the preschool cooperative fee,-with-any remainder-divided equally-between tuition-and operating-fee)) <u>Fifteen percent</u>		
(d) Farm management and small business management	((\$1,85-----\$9,15-----No-charge per-credit-----per-credit)) <u>Forty percent</u>		
(e) Adult basic education, English as a second language((7-and GED-preparation)) courses ((supported by-federal-funds))	No charge	((No-charge-----No-charge))	
(f) Emergency medical technician and paramedic continuing education	((\$1,40-----\$3,60-----No-charge per-----per credit-----credit)) <u>Thirty percent</u>		
(g) Courses specifically designed to provide skills and understandings particularly related to the problems of retirement and advanced age	((20%-of-the-----20%-of-the-----No-charge standard-----standard building-fee-----operating-fee rounded-to-the---rounded-to-the nearest-dollar---nearest-dollar)) <u>Thirty percent</u>		
(h) Courses providing advanced training and skill maintenance for journeypersons in cooperation with local joint apprenticeship and training committees	((Standard-rate--Standard-rate---No-charge)) <u>One hundred percent</u>		
(i) GED preparation	<u>Fifteen percent</u>		

(5) Students taking from eleven to eighteen credits shall not be charged for those credits.

(6) Application of this section shall be subject to administrative procedures established by the state director with respect to maximum credit values of such ungraded courses, curriculum, or any unique circumstances related to enrollment in such courses.

~~((6)--Tuition--and--services--and--activities--fees))~~ (7) Ungraded course tuition received pursuant to this section shall be accounted for and deposited in ~~((conformance-with-the-provisions-of-RCW-288-50-360, 288-15-037, and 288-15-047-respectively))~~ the community college operating fee account established in RCW 288.15.--- (section 36, chapter 231, Laws of 1992).

~~((7))~~ (8) The term "standard rate" as used in this section shall mean the tuition charged for one quarter credit.

(9) Tuition may be paid by the sponsoring entity rather than an individual student.

NEW SECTION

WAC 131-28-028 TUITION CHARGES FOR CERTAIN WAIVER CATEGORIES.

(1) Community college districts should charge tuition to students in the following waiver categories in accordance with this schedule. Tuition charges shall be rounded to the nearest dollar.

Waiver Category	Percent of standard tuition to be charged
(a) High school completion as authorized by RCW 288.15.520	Fifteen percent
(b) Vocational credits in excess of eighteen as authorized by RCW 288.15.100	Fifteen percent

Revenues generated under this subsection shall be divided proportionately between the building fee and the operating fee and deposited in accordance with the provisions of chapter 288.15 RCW.

(2) Community college districts should charge students in the following waiver categories a twenty-five percent surcharge of the resident operating fee rate. Tuition charges shall be rounded to the nearest dollar:

- (a) Active duty military personnel, their spouses and children as authorized by RCW 288.15.014.
- (b) Refugees, their spouses, and children as authorized by RCW 288.15.014.
- (c) Students enrolled under reciprocity programs with British Columbia, Idaho, and Oregon under RCW 288.15.100, 288.15.730, 288.15-.750, or 288.15.756.

Revenues generated under this subsection are operating fees.