

TRANSMITTAL OF RULES ADOPTED BY INSTITUTION OF HIGHER EDUCATION

Community College District VIII

FROM: Bellevue Community College
(Name of Institution)

TO: CODE REVISER
LEGISLATIVE BLDG. (Southwest Corner, Ground Floor)
OLYMPIA 98504

The enclosed rules Permanent rules , being Order No. 45
Emergency rules
relating to (Name of rules or description of subject matter)

Amendment to Admissions, Residency Classification and Registration Regulations, Schedule of Fees and Financial Aid for Community College District VIII - rules relating to Refund Policy.

(ALTERNATIVE A. Use only for adoption of permanent rules)

pursuant to Notice No. 6046 ① filed with the code reviser on July 6, 1976 ② were regularly adopted as permanent rules of this institution at 1:30 p.m. on August 3, 1976 and are herewith filed in the office of the code reviser pursuant to chapter 28B.19 RCW. The effective date of such rules shall be _____ ③

(ALTERNATIVE B. Use only for adoption of emergency rules)

pursuant to its finding in the attached administrative order, that the immediate adoption of these rules 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 the public interest, were regularly adopted as emergency rules of this institution at _____ on _____ and are herewith filed in the office of the code reviser pursuant to chapter 28B.19 RCW.

The undersigned hereby certifies that the requirements of chapter 28B.19 RCW and of the Open Public Meetings Act of 1971, chapter 42.30 RCW have been fulfilled.

Dated this 4th day of August 1976.

STATE OF WASHINGTON
FILED
AUG 11 1976
CODE REVISER'S OFFICE
DOCKET 9566 FILE # 1

Community College District VIII
Bellevue Community College
(INSTITUTION)
Merle E. Landerholm
By Merle E. Landerholm
Secretary, Board of Trustees
Title

- ① Notice number as appears on the copy of notice returned to you by reviser's office (if proceedings were continued, use no. of last notice)
- ② Stamped date as appears on the copy of notice returned to you by reviser's office (if proceedings were continued, use date of last notice)
- ③ Unless a later date is specified in this order or is prescribed in another statute, rules are effective 30 days after filing: RCW 28B.19.050(2). Leave this space blank except in such special cases.

STATE OF WASHINGTON
COMMUNITY COLLEGE DISTRICT VIII
BOARD OF TRUSTEES

RESOLUTION NO. 88

Administrative Order No. 45

A RESOLUTION relating to the the adoption of an amendment to permanent rules - Admissions, Residency Classification and 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 is hereby amended.

APPROVED AND ADOPTED August 3, 1976.

BOARD OF TRUSTEES

(Absent)
Delores E. Teutsch, Chairperson

Neil L. McReynolds
Neil L. McReynolds, Vice-Chairperson

C. W. Duffy
C. W. Duffy, Trustee

Claire Thomas
Claire Thomas, Trustee

Roy S Peterson
Roy S Peterson, Trustee

ATTEST:

Merle E. Landerholm
Secretary, Board of Trustees

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 service charge of \$5.00 will be charged for processing refunds for complete and partial withdrawals. A student who is requested to withdraw for disciplinary reasons will not be eligible for refund. No service charge required after five (5) working days prior to opening of quarter. (1) Tuition fees are refunded upon withdrawal from college or a course(s) as follows:

- (a) Six (6) working days prior to opening of quarter:
 - (i) Complete withdrawal from college - 100% Refunded
 - (ii) Withdrawal from a course(s) (reduction of class load below 10 credits) - 100% Refunded
 - (b) Five (5) working days prior to opening of quarter through first week of quarter:
 - (i) Complete withdrawal from college - 80% Refunded
 - (ii) Withdrawal from a course(s) (reduction of class load below 10 credits) - No Refund
 - (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
 - (d) Cancellation of course - Permission to transfer to another course or full refund upon request
- (2) Laboratory fees are refunded upon withdrawal from college or a course(s) as follows:
- (a) Six (6) working days prior to opening of quarter - 100% Refunded
 - (b) Five (5) working days prior to opening of quarter through first week of quarter - 80% Refunded
 - (c) After first week of quarter - No Refund
- (3) Parking fees are refunded upon withdrawal from college or a course(s) as follows:
- (a) Six (6) working days prior to opening of quarter - 100% Refunded
 - (b) Five (5) working days prior to opening of quarter through first week of quarter - 80% Refunded
 - (c) After first week of quarter - No Refund
- (4) Insurance fees are refunded upon withdrawal from college or a course(s) as follows:
- (a) Through first week of classes only - 100% Refunded
 - (b) After first week of classes - No Refund
 - (c) If insurance claim has been filed - No Refund