

State of Washington

COMMUNITY COLLEGE DISTRICT VIII BOARD OF TRUSTEES

(name of governing body)

BELLEVUE COMMUNITY COLLEGE

(name of institution)

Resolution No. 108

Administrative Order No. 56

(1) Be it resolved by the board of Trustees of the Bellevue Community College - Community College District VIII acting at 3000 Landerholm Circle S.E., Bellevue, Washington 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 - WAC 132H-160-180 Refund Policy.

(2) ALTERNATIVE A. Use only for Adoption of Permanent Rules.

This action is taken pursuant to Notice No. 78-02-021 filed with the code reviser on 1-12-78. Such rules shall take effect: 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 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:

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).

(5) The order for 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 March 7, 1978

MAR 14 1978

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

STATE OF WASHINGTON FILED CODE REVISER'S OFFICE WSR 78-04-026

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Pursuant to WAC 1-13-040, each rule making order adopted by an institution of higher education shall incorporate the most specific, but in no case omit all of the following language alternatives when adopting or amending rules:

(a) The most specific reference shall be to a section of law which the rule is implementing, and shall be quoted as follows: "This rule is promulgated pursuant to RCW _____ and is intended to administratively implement that statute."

(b) The next specific reference, and one which shall be used only if paragraph (a) of this subsection is not applicable, shall be to that portion of an act which directs an agency to adopt rules and regulations as necessary to implement the act, and shall be quoted as follows: "This rule is promulgated pursuant to RCW _____ which directs that the (agency) has authority to implement the provisions of (name of act or RCW citation)."

(c) The least specific reference, and one which shall be used only if paragraphs (a) and (b) of this subsection are not applicable, is one which indicates that the rule is promulgated under the agency's broad rule-making authority — either in the agency enabling legislation or chapter 34.04 RCW, and shall be quoted as follows: "This rule is promulgated under the general rule-making authority of the (agency) as authorized in RCW _____."

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STATE OF WASHINGTON
COMMUNITY COLLEGE DISTRICT VIII
BOARD OF TRUSTEES

RESOLUTION NO. 108

Administrative Order 56

A RESOLUTION relating to the adoption of an permanent 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 permanent 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 March 7, 1978.

BOARD OF TRUSTEES

Delores E. Teutsch
Delores E. Teutsch, Chairperson

Claire Thomas, Vice-Chairperson

Neil L. McReynolds, Trustee

Mary McKinley
Mary McKinley, Trustee

Patricia McGlashan
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: (that portion of tuition which non-residents pay in addition to resident tuition)
 - (i) Through the first week of the quarter - 100% Refund
 - (ii) After the first week of the quarter - No Refund