

# Chapter 132H-160 WAC

## ADMISSIONS, RESIDENCY CLASSIFICATION AND REGISTRATION REGULATIONS—SCHEDULE OF FEES AND FINANCIAL AID FOR COMMUNITY COLLEGE DISTRICT VIII

WAC		132H-160-093	Tuition and fee waivers for full-time Bellevue Community College classified and administrative employees. [Statutory Authority: RCW 28B.50.140. 79-11-035 (Order 67, Resolution No. 124), § 132H-160-093, filed 10/12/79.] Repealed by 95-19-049, filed 9/14/95, effective 10/15/95. Statutory Authority: RCW 128B.50.140 [28B.50.140].
132H-160-010	Title.		
132H-160-052	Tuition and fee waivers.		
132H-160-053	Procedure for implementing tuition and fee waivers authorized pursuant to RCW 28B.15.530.		
132H-160-060	Laboratory fees.		
132H-160-090	Community service.	132H-160-094	Tuition and fee waivers for Bellevue Community College annually-contracted faculty. [Statutory Authority: RCW 28B.50.140. 79-12-031 (Order 68, Resolution No. 125), § 132H-160-094, filed 11/19/79.] Repealed by 95-19-049, filed 9/14/95, effective 10/15/95. Statutory Authority: RCW 128B.50.140 [28B.50.140].
132H-160-170	Insurance.		
132H-160-182	Student schedule changes—Refund policy and administrative fees.		
132H-160-185	Refund for Title IV federal aid recipients.		
132H-160-190	Financial obligation.		
132H-160-200	Title.	132H-160-095	Tuition and fee waivers for Bellevue Community College senior citizens. [Statutory Authority: RCW 28B.50.140. 80-02-102 (Order 70, Resolution No. 127), § 132H-160-095, filed 1/24/80.] Repealed by 95-19-049, filed 9/14/95, effective 10/15/95. Statutory Authority: RCW 128B.50.140 [28B.50.140].
132H-160-270	Admission to specific degree programs.		
132H-160-280	Request for reconsideration of admission decision.		
132H-160-340	Residency classification procedures—Statement of purpose.	132H-160-100	Change of schedule. [Order 14, § 132H-160-100, filed 4/18/73.] Repealed by 78-07-026 (Order 58, Resolution No. 112), filed 6/15/78. Statutory Authority: RCW 28B.50.140.
132H-160-360	Residency application form.		
132H-160-370	Nonresidents entitled to pay resident tuition and fees.		
132H-160-380	Verification classification.	132H-160-110	Removal of incomplete grade. [Order 14, § 132H-160-110, filed 4/18/73.] Repealed by 81-11-013 (Order 73, Resolution No. 136), filed 5/13/81. Statutory Authority: RCW 28B.50.140.
132H-160-500	Military withdrawal.		
132H-160-530	Special instructional programs.		
132H-160-550	Comprehensive fee.		
<b>DISPOSITION OF SECTIONS FORMERLY CODIFIED IN THIS CHAPTER</b>			
132H-160-020	Application records fee. [Order 49, § 132H-160-020, filed 4/8/77; Order 14, § 132H-160-020, filed 4/18/73.] Repealed by 81-11-013 (Order 73, Resolution No. 136), filed 5/13/81. Statutory Authority: RCW 28B.50.140.	132H-160-120	Credit examination. [Statutory Authority: RCW 28B.50.140. 78-07-026 (Order 58, Resolution No. 112), § 132H-160-120, filed 6/15/78; Order 14, § 132H-160-120, filed 4/18/73.] Repealed by 94-04-098, filed 2/1/94, effective 3/4/94.
132H-160-030	Registration fee. [Order 49, § 132H-160-030, filed 4/8/77; Order 14, § 132H-160-030, filed 4/18/73.] Repealed by 81-11-013 (Order 73, Resolution No. 136), filed 5/13/81. Statutory Authority: RCW 28B.50.140.	132H-160-130	Transcript. [Order 14, § 132H-160-130, filed 4/18/73.] Repealed by 81-11-013 (Order 73, Resolution No. 136), filed 5/13/81. Statutory Authority: RCW 28B.50.140.
132H-160-040	Quarterly registration fees—Resident students. [Statutory Authority: RCW 28B.50.140. 81-18-005 (Order 76, Resolution No. 139), § 132H-160-040, filed 8/20/81; 81-11-013 (Order 73, Resolution No. 136), § 132H-160-040, filed 5/13/81; 78-07-026 (Order 58, Resolution No. 112), § 132H-160-040, filed 6/15/78; Order 14, § 132H-160-040, filed 4/18/73.] Repealed by 94-04-098, filed 2/1/94, effective 3/4/94.	132H-160-140	General education development test. [Statutory Authority: RCW 28B.50.140. 78-07-026 (Order 58, Resolution No. 112), § 132H-160-140, filed 6/15/78; Order 14, § 132H-160-140, filed 4/18/73.] Repealed by 94-04-098, filed 2/1/94, effective 3/4/94.
132H-160-050	Quarterly registration fees—Nonresident students. [Statutory Authority: RCW 28B.50.140. 81-18-005 (Order 76, Resolution No. 139), § 132H-160-050, filed 8/20/81; 81-11-013 (Order 73, Resolution No. 136), § 132H-160-050, filed 5/13/81; 78-07-026 (Order 58, Resolution No. 112), § 132H-160-050, filed 6/15/78; Order 14, § 132H-160-050, filed 4/18/73.] Repealed by 94-04-098, filed 2/1/94, effective 3/4/94.	132H-160-150	Parking permit. [Order 14, § 132H-160-150, filed 4/18/73.] Repealed by 94-04-098, filed 2/1/94, effective 3/4/94.
132H-160-056	Procedure for determining limitation of the amount of tuition and fee waivers. [Statutory Authority: RCW 28B.50.140. 78-09-020 (Order 60, Resolution No. 115), § 132H-160-056, filed 8/10/78.] Repealed by 94-04-098, filed 2/1/94, effective 3/4/94.	132H-160-160	Graduation fee. [Order 14, § 132H-160-160, filed 4/18/73.] Repealed by 81-11-013 (Order 73, Resolution No. 136), filed 5/13/81. Statutory Authority: RCW 28B.50.140.
132H-160-059	Combination of tuition and fee waivers with other forms of student financial aid. [Statutory Authority: RCW 28B.50.140. 78-09-020 (Order 60, Resolution No. 115), § 132H-160-059, filed 8/10/78.] Repealed by 94-04-098, filed 2/1/94, effective 3/4/94.	132H-160-180	Refund policy. [Statutory Authority: Chapter 34.05 RCW and RCW 28B.50.140. 93-16-050, § 132H-160-180, filed 7/28/93, effective 8/28/93. Statutory Authority: RCW 28B.50.140. 84-15-033 (Order 88, Resolution No. 164), § 132H-160-180, filed 7/13/84; 78-04-026 (Order 56, Resolution No. 108), § 132H-160-180, filed 3/14/78; Order 49, § 132H-160-180, filed 4/8/77; Order 47, § 132H-160-180, filed 12/10/76; Order 45, § 132H-160-180, filed 8/11/76; Order 14, § 132H-160-180, filed 4/18/73.] Repealed by 94-01-181, filed 12/22/93, effective 1/22/94. Statutory Authority: RCW 28B.50.140.
132H-160-070	Noncredit. [Order 14, § 132H-160-070, filed 4/18/73.] Repealed by 94-04-098, filed 2/1/94, effective 3/4/94.	132H-160-210	Statement of purpose. [Order 15, § 132H-160-210, filed 4/18/73.] Repealed by 91-20-038, filed 9/23/91, effective 10/24/91. Statutory Authority: RCW 28B.50.14 [28B.50.140] and chapter 34.05 RCW.
132H-160-080	Continuing education. [Order 14, § 132H-160-080, filed 4/18/73.] Repealed by 94-04-098, filed 2/1/94, effective 3/4/94.	132H-160-220	Admissions categories. [Order 15, § 132H-160-220, filed 4/18/73.] Repealed by 91-20-038, filed 9/23/91, effective 10/24/91. Statutory Authority: RCW 28B.50.14 [28B.50.140] and chapter 34.05 RCW.

- 132H-160-230 Admission policy—College credit. [Order 15, § 132H-160-230, filed 4/18/73.] Repealed by 91-20-038, filed 9/23/91, effective 10/24/91. Statutory Authority: RCW 28B.50.14 [28B.50.140] and chapter 34.05 RCW.
- 132H-160-240 Student classification—College credit. [Order 15, § 132H-160-240, filed 4/18/73.] Repealed by 91-20-038, filed 9/23/91, effective 10/24/91. Statutory Authority: RCW 28B.50.14 [28B.50.140] and chapter 34.05 RCW.
- 132H-160-250 Application procedure—College credit. [Statutory Authority: RCW 28B.50.140. 81-11-013 (Order 73, Resolution No. 136), § 132H-160-250, filed 5/13/81; Order 49, § 132H-160-250, filed 4/8/77; Order 15, § 132H-160-250, filed 4/18/73.] Repealed by 91-20-038, filed 9/23/91, effective 10/24/91. Statutory Authority: RCW 28B.50.14 [28B.50.140] and chapter 34.05 RCW.
- 132H-160-260 Admission of foreign students. [Statutory Authority: RCW 28B.50.14 [28B.50.140] and chapter 34.05 RCW. 91-20-038, § 132H-160-260, filed 9/23/91, effective 10/24/91. Statutory Authority: RCW 28B.50.140. 81-11-013 (Order 73, Resolution No. 136), § 132H-160-260, filed 5/13/81; Order 15, § 132H-160-260, filed 4/18/73.] Repealed by 94-04-098, filed 2/1/94, effective 3/4/94.
- 132H-160-290 Admission of former students. [Order 15, § 132H-160-290, filed 4/18/73.] Repealed by 91-20-038, filed 9/23/91, effective 10/24/91. Statutory Authority: RCW 28B.50.14 [28B.50.140] and chapter 34.05 RCW.
- 132H-160-300 Admission policy nonmatriculated status—College credit. [Order 15, § 132H-160-300, filed 4/18/73.] Repealed by 91-20-038, filed 9/23/91, effective 10/24/91. Statutory Authority: RCW 28B.50.14 [28B.50.140] and chapter 34.05 RCW.
- 132H-160-310 Definition of nonmatriculated student. [Statutory Authority: RCW 28B.50.140. 81-11-013 (Order 73, Resolution No. 136), § 132H-160-310, filed 5/13/81; Order 15, § 132H-160-310, filed 4/18/73.] Repealed by 91-20-038, filed 9/23/91, effective 10/24/91. Statutory Authority: RCW 28B.50.14 [28B.50.140] and chapter 34.05 RCW.
- 132H-160-320 Continuing education policy. [Order 15, § 132H-160-320, filed 4/18/73.] Repealed by 94-04-098, filed 2/1/94, effective 3/4/94.
- 132H-160-330 Definition of continuing education. [Order 15, § 132H-160-330, filed 4/18/73.] Repealed by 94-04-098, filed 2/1/94, effective 3/4/94.
- 132H-160-350 Definition of resident student. [Order 15, § 132H-160-350, filed 4/18/73.] Repealed by 94-04-098, filed 2/1/94, effective 3/4/94.
- 132H-160-390 Southeast Asian veterans. [Order 15, § 132H-160-390, filed 4/18/73.] Repealed by 94-04-098, filed 2/1/94, effective 3/4/94.
- 132H-160-400 Appeal of determination of residency decision. [Order 15, § 132H-160-400, filed 4/18/73.] Repealed by 94-04-098, filed 2/1/94, effective 3/4/94.
- 132H-160-410 Registration procedures—Statement of purpose. [Order 15, § 132H-160-410, filed 4/18/73.] Repealed by 91-20-038, filed 9/23/91, effective 10/24/91. Statutory Authority: RCW 28B.50.14 [28B.50.140] and chapter 34.05 RCW.
- 132H-160-420 Definition of student status. [Order 15, § 132H-160-420, filed 4/18/73.] Repealed by 91-20-038, filed 9/23/91, effective 10/24/91. Statutory Authority: RCW 28B.50.14 [28B.50.140] and chapter 34.05 RCW.
- 132H-160-430 Advanced registration fee requirement for fall, winter and spring quarters. [Statutory Authority: RCW 28B.50.140. 81-11-013 (Order 73, Resolution No. 136), § 132H-160-430, filed 5/13/81; Order 15, § 132H-160-430, filed 4/18/73.] Repealed by 94-04-098, filed 2/1/94, effective 3/4/94.
- 132H-160-440 Refund of advanced registration fee. [Order 15, § 132H-160-440, filed 4/18/73.] Repealed by 94-04-098, filed 2/1/94, effective 3/4/94.
- 132H-160-450 Registration periods. [Order 15, § 132H-160-450, filed 4/18/73.] Repealed by 91-20-038, filed 9/23/91, effective 10/24/91. Statutory Authority: RCW 28B.50.14 [28B.50.140] and chapter 34.05 RCW.
- 132H-160-460 Late registration. [Statutory Authority: RCW 28B.50.140. 78-07-026 (Order 58, Resolution No. 112), § 132H-160-460, filed 6/15/78; Order 15, § 132H-160-460, filed 4/18/73.] Repealed by 91-20-038, filed 9/23/91, effective 10/24/91. Statutory Authority: RCW 28B.50.14 [28B.50.140] and chapter 34.05 RCW.
- 132H-160-470 Change of student registration schedule. [Statutory Authority: RCW 28B.50.140. 78-07-026 (Order 58, Resolution No. 112), § 132H-160-470, filed 6/15/78; Order 15, § 132H-160-470, filed 4/18/73.] Repealed by 91-20-038, filed 9/23/91, effective 10/24/91. Statutory Authority: RCW 28B.50.14 [28B.50.140] and chapter 34.05 RCW.
- 132H-160-480 Change of registration schedule service fee. [Order 15, § 132H-160-480, filed 4/18/73.] Repealed by Order 49, filed 4/8/77 and 81-11-013 (Order 73, Resolution No. 136), filed 5/13/81. Statutory Authority: RCW 28B.50.140.
- 132H-160-490 Withdrawal from the college. [Statutory Authority: RCW 28B.50.140. 78-07-026 (Order 58, Resolution No. 112), § 132H-160-490, filed 6/15/78; Order 15, § 132H-160-490, filed 4/18/73.] Repealed by 91-20-038, filed 9/23/91, effective 10/24/91. Statutory Authority: RCW 28B.50.14 [28B.50.140] and chapter 34.05 RCW.
- 132H-160-492 Withdrawal from a course (policy and procedures). [Statutory Authority: RCW 28B.50.140. 82-19-069 (Order 82, Resolution No. 151), § 132H-160-492, filed 9/20/82.] Repealed by 94-04-098, filed 2/1/94, effective 3/4/94.
- 132H-160-510 Change of program major. [Order 15, § 132H-160-510, filed 4/18/73.] Repealed by 91-20-038, filed 9/23/91, effective 10/24/91. Statutory Authority: RCW 28B.50.14 [28B.50.140] and chapter 34.05 RCW.
- 132H-160-520 Auditing a course. [Order 15, § 132H-160-520, filed 4/18/73.] Repealed by 94-04-098, filed 2/1/94, effective 3/4/94.
- 132H-160-600 Request for financial aid information. [Order 18, § 132H-160-600, filed 9/11/73; Order 18, § 132H-160-600, filed 5/23/73.] Repealed by 94-04-098, filed 2/1/94, effective 3/4/94.
- 132H-160-610 Priority for financial aid. [Order 18, § 132H-160-610, filed 9/11/73; Order 18, § 132H-160-610, filed 5/23/73.] Repealed by 94-04-098, filed 2/1/94, effective 3/4/94.
- 132H-160-620 Credit requirement for financial aid recipient. [Order 18, § 132H-160-620, filed 9/11/73; Order 18, § 132H-160-620, filed 5/23/73.] Repealed by 94-04-098, filed 2/1/94, effective 3/4/94.
- 132H-160-630 Adjustment of aid package. [Order 18, § 132H-160-630, filed 9/11/73; Order 18, § 132H-160-630, filed 5/23/73.] Repealed by 94-04-098, filed 2/1/94, effective 3/4/94.
- 132H-160-640 Limitation on hours employed. [Order 18, § 132H-160-640, filed 9/11/73; Order 18, § 132H-160-640, filed 5/23/73.] Repealed by 94-04-098, filed 2/1/94, effective 3/4/94.
- 132H-160-650 Cancellation of grant aid. [Order 18, § 132H-160-650, filed 9/11/73; Order 18, § 132H-160-650, filed 5/23/73.] Repealed by 94-04-098, filed 2/1/94, effective 3/4/94.
- 132H-160-660 Work-study job termination. [Order 18, § 132H-160-660, filed 9/11/73; Order 18, § 132H-160-660, filed 5/23/73.] Repealed by 94-04-098, filed 2/1/94, effective 3/4/94.
- 132H-160-670 Limited aid funds—Priorities. [Order 18, § 132H-160-670, filed 9/11/73; Order 18, § 132H-160-670, filed 5/23/73.] Repealed by 94-04-098, filed 2/1/94, effective 3/4/94.
- 132H-160-680 Academic status of financial aid recipients. [Order 18, § 132H-160-680, filed 9/11/73; Order 18, § 132H-160-680, filed 5/23/73.] Repealed by 94-04-098, filed 2/1/94, effective 3/4/94.
- 132H-160-690 Student emergency loan requirements. [Order 18, § 132H-160-690, filed 9/11/73; Order 18, § 132H-160-690, filed 5/23/73.] Repealed by 94-04-098, filed 2/1/94, effective 3/4/94.
- 132H-160-700 Denial of aid—Federal laws. [Order 18, § 132H-160-700, filed 9/11/73; Order 18, § 132H-160-700, filed 5/23/73.] Repealed by Order 33, filed 8/7/75.
- 132H-160-710 Denial of aid—Washington state law. [Order 18, § 132H-160-710, filed 9/11/73; Order 18, § 132H-160-710, filed 5/23/73.] Repealed by Order 33, filed 8/7/75.

**WAC 132H-160-010 Title.** WAC 132H-160-010 through 132H-160-710 will be known as the admissions, residency classification and registration regulations - schedule of fees and financial aid for Community College District VIII as established by the board of trustees pursuant to the authority granted to them by RCW 28B.50.140 and chapter 28B.15 RCW.

[Statutory Authority: RCW 28B.50.140, 78-07-026 (Order 58, Resolution No. 112), § 132H-160-010, filed 6/15/78; Order 14, § 132H-160-010, filed 4/18/73.]

**WAC 132H-160-052 Tuition and fee waivers.** (1) The board of trustees of Community College District VIII may periodically establish tuition and fee waivers for specific categories of students as permitted by state law and by the state board for community and technical colleges. Such waivers will be established in accordance with state statutes and with regular college fiscal processes.

(2) Information regarding current waivers will be available in the schedule of classes and from the student services center.

(3) A student who wishes to appeal the determination of his or her tuition and fee waiver eligibility may [submit a written appeal to the associate dean of enrollment services, who will review the student's eligibility] [contact the Associate Dean of Enrollment Services, who will initiate a brief adjudicative proceeding according to RCW 34.05.482 through 34.05.494].

[Statutory Authority: RCW 128B.50.140, 98-03-044, § 132H-160-052, filed 1/15/98, effective 2/15/98; 95-19-049, § 132H-160-052, filed 9/14/95, effective 10/15/95.]

**Reviser's note:** RCW 34.05.395 requires the use of underlining and deletion marks to indicate amendments to existing rules, and deems ineffectual changes not filed by the agency in this manner. The bracketed material in the above section does not appear to conform to the statutory requirement.

**WAC 132H-160-053 Procedure for implementing tuition and fee waivers authorized pursuant to RCW 28B.15.530.** (1) Tuition and fee waivers for needy or disadvantaged students in any fiscal year, excluding waivers granted for summer quarter enrollments, as authorized by RCW 28B.15.530 may not exceed three percent of any college district's estimated total collections of tuition, operating, and services and activities fees had no such waivers been made, after deducting the portion of that total amount which is attributable to the difference between resident and nonresident tuition and fees.

(2) The estimated total collection of tuition and fees shall be based on the budgeted, state supported, four-quarter annual average enrollment, minus the actual tuition and fees collected for the summer quarter of the year being estimated.

(3) Each district may waive an amount not to exceed three percent of the estimated collections in the event that actual enrollments or collections exceed estimated collections. Conversely, the three percent waiver capacity based upon estimated collections is allowable even though actual collections may not be as high as the estimate.

(4) Districts desiring to exceed their individual three percent waiver capacity may do so only upon written approval from the state director of community colleges or his designee. Additional waiver capacity can only be granted to a district after it has been determined that the total waiver capacity for the community college system is not being utilized as a result of other districts waiving at levels less than the three percent capacity.

(5) There is no percentage limitation on the amount of tuition and fee waivers granted for summer quarter enrollments provided that recipients of such waivers qualify as needy, resident students.

(6/20/02)

[Statutory Authority: RCW 28B.50.140, 78-09-020 (Order 60, Resolution No. 115), § 132H-160-053, filed 8/10/78.]

**WAC 132H-160-060 Laboratory fees.** Students of Community College District VIII will be charged laboratory fees for those courses requiring such fees. Laboratory fees are printed in the quarterly class schedule.

[Order 14, § 132H-160-060, filed 4/18/73.]

**WAC 132H-160-090 Community service.** Community College District VIII community service classes are self-supporting. Therefore, fees vary with each class offering and students will be charged accordingly.

[Order 14, § 132H-160-090, filed 4/18/73.]

**WAC 132H-160-170 Insurance.** Students of Community College District VIII participating in an accident and sickness insurance program as provided by a signed policy agreement between Community College District VIII and an insuring company shall pay fee charges as established by insuring company for requested coverage.

[Order 14, § 132H-160-170, filed 4/18/73.]

**WAC 132H-160-182 Student schedule changes—Refund policy and administrative fees.** The Community College District VIII board of trustees has authorized the associate dean of enrollment services (or his/her designee) to collect an administrative fee when a student adds or drops course(s) or withdraws from the college. In addition, the associate dean of enrollment services (or his/her designee) is authorized to refund tuition and/or fees when a student withdraws from college or a course(s), in accordance with RCW 28B.15.605 and the refund policies approved by the board of trustees. The associate dean of enrollment services (or his/her designee) 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.

The specific refund procedure and rates are published in the college catalog and the quarterly schedule of classes.

[Statutory Authority: RCW 28B.15.605, 00-11-102, § 132H-160-182, filed 5/18/00, effective 6/18/00. Statutory Authority: RCW 28B.50.140, 96-01-056, § 132H-160-182, filed 12/15/95, effective 1/15/96; 94-01-181, § 132H-160-182, filed 12/22/93, effective 1/22/94.]

**Reviser's note:** RCW 34.05.395 requires the use of underlining and deletion marks to indicate amendments to existing rules, and deems ineffectual changes not filed by the agency in this manner. The bracketed material in the above section does not appear to conform to the statutory requirement.

**WAC 132H-160-185 Refund for Title IV federal aid recipients.** Community College District VIII board of trustees has authorized the registrar to refund fees to the appropriate federal account(s), in concurrence with rules governing financial assistance from the federal government, for students receiving Federal Title IV assistance in the amounts mandated by current federal regulation when the student withdraws, or the college withdraws the student, from the college or a course(s).

[Ch. 132H-160 WAC—p. 3]

[Statutory Authority: Chapter 34.05 RCW and RCW 28B.50.140, 93-16-051, § 132H-160-185, filed 7/28/93, effective 8/28/93.]

**WAC 132H-160-190 Financial obligation.** Community College District VIII board of trustees has authorized the registrar to place a hold on the records of any student who has a financial obligation due the college. Until this financial obligation is cleared (or stayed by bankruptcy proceedings or discharged in bankruptcy), the college 1) Will not release the student's record or any information based upon the record; 2) Will not prepare transcript(s); and 3) Will deny registration for a subsequent quarter as well as graduation from the college.

[Statutory Authority: RCW 28B.50.140, 02-14-008, § 132H-160-190, filed 6/20/02, effective 7/21/02; Order 14, § 132H-160-190, filed 4/18/73.]

**WAC 132H-160-200 Title.** WAC 132H-160-200 through 132H-160-530 shall be known as the admissions, residency classification and registration regulations for Community College District VIII as established by the board of trustees pursuant to the authority granted to them by RCW 28B.50.140 and chapter 28B.15 RCW.

[Order 15, § 132H-160-200, filed 4/18/73.]

**WAC 132H-160-270 Admission to specific degree programs.** Applicants who are qualified for admission to Community College District VIII are required to enroll in one of the college's educational major programs. Upon receipt of a student's application to attend the college, the admissions office requests that the applicant file a data information request form stating his or her program major. However, all applicants who are qualified for admission to the college cannot always be accommodated in the educational program of their choice because of space limitations or because some prerequisites for program acceptance have not been fulfilled. In such cases, applicants are offered admission to the college as a preprogram major. In order to be considered for admission in the educational major program of their choice, at a later date, such students will be required to submit a supplemental application and present additional information to the admission office. Examples of information which might be considered may include but are not necessarily limited to the following:

- (1) Grade point average.
- (2) Successful completion of high school courses or elementary courses in the field.
- (3) Recommendation and test scores.

Although criteria for program acceptance may vary from program to program, they are binding if all of the following conditions have been met:

- (1) They have been accepted by the office of admission and the instructional program chairmen.
- (2) The criteria applies to all students seeking admission to the educational program major.
- (3) The criteria has been made available through printed statements in the office of admissions and in the advising offices of the educational programs prior to the first day of the preceding quarter.

[Order 15, § 132H-160-270, filed 4/18/73.]

[Ch. 132H-160 WAC—p. 4]

**WAC 132H-160-280 Request for reconsideration of admission decision.** Applicants who have been denied educational program admission may contact the admissions office for additional information relative to their program denial.

[Order 15, § 132H-160-280, filed 4/18/73.]

**WAC 132H-160-340 Residency classification procedures—Statement of purpose.** The purpose of these regulations are:

- (1) To provide student applicants with that information which will assist them in determining their residency status,
- (2) To assist nonresident student applicants who may qualify for residency tuition and fees regardless of age or domicile,
- (3) To provide student applicants information as it applies to veterans of Southeast Asia.

[Order 15, § 132H-160-340, filed 4/18/73.]

**WAC 132H-160-360 Residency application form.** Nonresident students who desire to apply for change of residency status must complete and submit an "application for change in residency status" to the Residency Assistant, Registration Center A111, 3000 - 145th Place S.E., Bellevue, Washington 98007. Application and instructions are available at the above stated registration center.

[Order 15, § 132H-160-360, filed 4/18/73.]

**WAC 132H-160-370 Nonresidents entitled to pay resident tuition and fees.** As found in RCW 28B.15.014 as last amended by section 4, chapter 273, Laws of 1971 1st ex. sess. [RCW 28B.15.014], the following are entitled to classification as resident students regardless of age or domicile:

- (1) Any person who is employed not less than twenty hours per week at an institution, and the children and spouses of such person.
- (2) Military personnel and federal employees residing or stationed in the state of Washington, and the children and spouses of such military personnel and federal employees.
- (3) All veterans, as defined in RCW 41.04.005, whose final permanent duty station was in the state of Washington so long as such veteran is receiving federal vocational or educational benefits conferred by virtue of his military service.

[Order 15, § 132H-160-370, filed 4/18/73.]

**WAC 132H-160-380 Verification classification.** Employees of Washington institutions of higher education, military personnel, federal employees and veterans receiving educational benefits whose last permanent duty station was in the state must verify their enrollment status quarterly. Appropriate forms are available at the registration center.

[Order 15, § 132H-160-380, filed 4/18/73.]

**WAC 132H-160-500 Military withdrawal.** Students submitting proof of being drafted or voluntary enlistment in the armed forces may receive credit and/or refund of fees as follows:

- (1) During first one-third of course, full refund of fees and no credit.

(2) During second one-third of course, one-half credit, without letter grade and with courses unspecified. Unspecified credit may later be converted to specific credit and grade by examination. One-half of fees refunded.

(3) Withdrawal during last one-third of course, full credit, no letter grade may be earned by examination upon recommendation of the instructor. No money refunded.

(4) A student who is drafted in the last one-half of his final quarter and who would obviously have earned his degree if he had not been drafted, whose earned grade average is "C" or better, and who is recommended by his department chairman and the dean, may be granted a degree prior to his induction into the armed forces by action of the graduation committee.

[Order 15, § 132H-160-500, filed 4/18/73.]

**WAC 132H-160-530 Special instructional programs.**

Community College District VIII offers special classes which may not coincide with the normal quarter and because of the nature and content of these programs, special rules and regulations may be developed to implement them. These rules and regulations are made available to students at such time as the class is scheduled. Students interested in special class offerings should contact the registrar's office.

[Order 15, § 132H-160-530, filed 4/18/73.]

**WAC 132H-160-550 Comprehensive fee.** Students attending Bellevue Community College will be charged a fee based on a per credit hour (or the equivalent of a credit hour), in return for services including but not limited to, parking, transcripts, catalogs, graduation, and health services. The amount of the comprehensive fee shall be determined by the board of trustees.

[Statutory Authority: RCW 28B.50.140. 86-18-038 (Order 93, Resolution No. 172), § 132H-160-550, filed 8/28/86.]