

**Chapter 132M-160 WAC**  
**ADMISSION, REGISTRATION, GRADUATION**

Last Update: 7/28/95

**WAC**

132M-160-010 Admission.  
132M-160-040 Tuition and fee waivers.  
132M-160-050 Refunds.

**DISPOSITION OF SECTIONS FORMERLY CODIFIED IN THIS CHAPTER**

132M-160-020 Registration. [Order 15, § 132M-160-020, filed 12/20/72.] Repealed by WSR 81-22-076 (Order 81-1, Resolution No. 81-1), filed 11/4/81. Statutory Authority: RCW 28B.50.140(113) [28B.50.140].

132M-160-030 Graduation. [Order 15, § 132M-160-030, filed 12/20/72.] Repealed by WSR 81-22-076 (Order 81-1, Resolution No. 81-1), filed 11/4/81. Statutory Authority: RCW 28B.50.140(113) [28B.50.140].

**WAC 132M-160-010 Admission.** (1) Any applicant shall be admitted when he/she:

(a) (i) Is at least eighteen years of age; or  
(ii) Is a graduate of a high school; or  
(iii) Has applied for admission under the provisions of a student enrollment options program such as Running Start or a successor program; or

(iv) If not qualified under subsection (1) of this section, has filed a written release from a public or private school he/she is attending or last attended: Provided, That an applicant transferring from another institution of higher education who meets the above criteria, but who is not in good standing at the time of his/her transfer, may be conditionally admitted on a probationary status as determined by the president of the college; and

(b) Is competent to profit from the curricular offerings of the college; and

(c) Would not, by his/her presence or conduct, create a disruptive atmosphere within the community college inconsistent with the purposes of the institution.

(2) Admission to the college shall entitle the student to enroll in any instructional program provided that the student is qualified and complies with the rules and procedures established for enrollment in such program.

(3) In order to assist students in selecting courses appropriate to their needs and interests and to ensure that students will be able to profit from current curriculum offerings or benefit from a particular class, course, or program, the college may require students to take tests or to have special training prior to enrolling in classes.

(4) Enrollment in classes, programs, or sections may be restricted by limitations of physical facilities or operating funds when consistent with generally accepted educational practices regarding efficient maximum class sizes.

[Statutory Authority: RCW 28B.50.140. WSR 92-09-008, § 132M-160-010, filed 4/2/92, effective 5/3/92; Order 15, § 132M-160-010, filed 12/20/72.]

**WAC 132M-160-040 Tuition and fee waivers.** (1) Lower Columbia College may periodically establish tuition and fee waivers as authorized by state law and by the state board for community and technical colleges.

(2) Upon request of an applicant for a mandatory tuition and fee waiver, individual determinations will be reviewed by the registrar, in a brief adjudicative proceeding pursuant to RCW 34.05.482-.494.

[Statutory Authority: RCW 28B.50.140(13), 1995 c 36 § 2 and amendment to RCW 28B.15.600. WSR 95-16-069, § 132M-160-040, filed 7/28/95, effective 8/28/95.]

**WAC 132M-160-050 Refunds.** (1) First-time students receiving federal financial aid who officially withdraw from classes shall be provided a *pro rata* refund in accordance with federal regulations.

(2) A refund of fees and tuition will be made to all other students officially withdrawing from the college according to the following schedule:

(a) One hundred percent. Withdrawal prior to the sixth day of instruction of the quarter.

(b) One hundred percent. Withdrawal as a result of classes being cancelled by the college.

(c) Fifty percent. Withdrawal on or after the sixth day of instruction of the quarter and prior to the twentieth calendar day of the quarter.

(d) No refunds will be made after the twentieth calendar day of the quarter. Exceptions may be made for students inducted into military service and for medical reasons.

(3) Refunds for short courses and courses starting after the first week of the quarter shall be determined by the associate dean for enrollment services.

(4) Fees, other than tuition and service and activities fees, and not subject to this policy, are not refundable.

(5) Students dismissed for disciplinary reasons are not eligible for refunds.

[Statutory Authority: RCW 28B.50.140(13), 1995 c 36 § 2 and amendment to RCW 28B.15.600. WSR 95-16-069, § 132M-160-050, filed 7/28/95, effective 8/28/95.]