

**BLUE RIDGE COMMUNITY & TECHNICAL COLLEGE
BOARD OF GOVERNORS
POLICY 15**

TITLE : AWARDING of UNDERGRADUATE and GRADUATE FEE WAIVERS

SECTION 1. GENERAL

- 1.1 Scope - This policy regards the awarding of undergraduate and graduate fee waivers
- 1.2 Authority - West Virginia Code § 18B-10-5, 18B-10-6, 18B-10-7, 18B-1-6
- 1.3 Effective Date – , Amending the January 10, 2002 Version of the Policy.

SECTION 2. UNDERGRADUATE FEE WAIVERS

- 2.1 The term "Undergraduate Fee Waiver" refers to all tuition and fee waivers authorized by Chapter 18B, Article 10, Sections 1 and 5 of the West Virginia Code.
- 2.2 The maximum number of authorized undergraduate fee waivers at the institution shall be based upon a percentage of the full-time equivalent undergraduate enrollment of the institution for the fall term of the immediately preceding academic year. The maximum percentage shall be at such rate as is provided for by statute and by the authorizations of the WVCCTCE.
- 2.3 Pursuant to the statute, no student may hold an undergraduate fee waiver for more than four (4) semesters. Twelve (12) or more semester hours attempted during a regular semester or a summer term shall be considered as one (1) semester for scholarship purposes.
- 2.4 Awards made under this program shall provide for the waiver of enrollment fees as approved by the President or designee. 2.5
The institution will prepare a summary report following each academic year. This report will summarize all waiver awards for the entire academic year and will be presented to the Board as a matter of information.
- 2.6 Special consideration will be given in the awarding of undergraduate fee waivers to students who are West Virginia residents. A reasonable opportunity will be given for employees to utilize these awards.
- 2.7 In instances where there are more financially needy applicants than can be assisted through the available need-based student aid programs, the institution shall give strong consideration in the awarding of scholarships to students with demonstrated financial need.
- 2.8 In accordance with Chapter 18B, Article 10, Section 7 of the West Virginia Code, each institution shall make provisions to waive tuition and any fees charged to

children and spouses, on a classroom space available basis, of certain law enforcement officers and fire fighters (as defined in Chapter 30, Article 29, Section 1 of the West Virginia Code) killed in the line of duty and such other persons as provided by law. The institution requires such persons to pay special fees, including any laboratory fees and parking fees. A fee waiver shall also be made available to each year's statewide winner of the Veterans of Foreign Wars Voice of Democracy competition and the American Legion High School Oratorical competition. These waivers shall be awarded within the allotment authorized in Section 2.2 of this policy.