3.4 Student Tuition and Fees

Last Revised: May 2025

Policy: Piedmont Community College will receive tuition and fees charged to students who apply to or attend the College.

Purpose/Definitions:

Purpose

The purpose of this policy is to outline the procedure for receiving and using tuition and fees received from students and the governance of their usage as state funds.

Definitions

Enroll—to become a student in a course section by registering for the course section and either making payment or receiving financial aid for that course section. For the purposes of this definition, a tuition or registration fee waiver is a form of financial aid.

Local Fees—a fee charged to a student for a good or service provided by the College other than instruction.

Register—to complete the procedure defined by the College to sign up for a course section.

Registration Fee—uniform registration fee schedules for non-curriculum extension courses based on course length, consistent with actions taken by the NC General Assembly and NC State Board of Community Colleges. This amount is charged to a student to enroll in a continuing education course section that earns budget FTE as described in 1G SBCCC 100.99.

Self-Supporting Fee—a fee charged to a student to enroll in a course section that is offered on a self-supporting basis, as provided by 1E SBCCC Subchapter 600.

Tuition—uniform tuition rate per credit hour and a maximum tuition amount per academic term for resident and non-resident students consistent with actions taken by the NC General Assembly and NC State Board of Community Colleges. This amount is charged to a student to enroll in a curriculum course that earns Budget FTE as described in 1G SBCCC 100.99.

Waive—to exempt a student from paying a charge that would otherwise be required and adjust the student's account accordingly. The amount waived represents revenue foregone by the entity that would have otherwise received the benefit of the revenue.

Approval Authority/Monitoring Authority: The Piedmont Community College Board of Trustees has approval authority for this policy. The Vice President, Administrative Services/CFO has monitoring authority for this policy.

Procedure:

Section 1: Authority to Establish Tuition and Fees

1.1. The College shall charge students tuition and registration fees consistent with State Board of Community Colleges Code (SBCCC) Chapter E, Student Tuition and Fees.

1.1.1. The College is authorized to charge self-supporting and local fees established by their boards of trustees consistent with this chapter.

1.2. The College will provide students, through publicly available means, information about all approximate tuition and fees required for a course prior to enrollment.

1.2.1. Tuition and fees shall be kept to a minimum consistent with the State Board philosophy to keep student costs as low as possible.

Section 2: Time Due

2.1. If a student registers on or before the first date of a course section, tuition, registration fees, and other fees required for enrollment are due on a specific date prescribed by the College that is on or before the census date of the course section.

2.2. If a student registers after the first date of the course section, tuition, registration fees, and other fees required for enrollment are due on or before the census date of the course section.

2.3. A student may satisfy the requirement for payment due through one or more of the following methods:

2.3.1. Directly paying the College.

2.3.2. Demonstrating to the College's satisfaction that the student is eligible for financial aid or other third-party payment.

2.3.3. Entering into a deferred payment plan authorized by 1E SBCCC 200.2(b).

2.3.4. Providing evidence of eligibility for a tuition or registration fee waiver consistent with 1E SBCCC 800.

2.4. To ensure tuition receipts are deposited to the credit of the fiscal year in which the Fall academic term occurs, colleges shall begin collecting curriculum tuition payments for the Fall academic term on or after July 1 of that year.

Section 3: Deferred Payment

3.1. The College may, with approval of the board of trustees, prescribe written procedures to permit short-term deferred payment or payment in installments; provided, however, that payment in full is due by the end of the academic term.

3.2. For the purposes of this section, "short term" is defined as a period that does not extend beyond the last day of the academic term.

Section 4: Failure to Pay

4.1. Unless otherwise prohibited by law, colleges may not enroll or distribute an academic credential to a student with an outstanding balance for tuition or registration fees except under the following circumstances:

4.1.1. The College anticipates that the outstanding balance will be paid using pending financial aid.

4.1.2. A person or organization demonstrates to the satisfaction of the College the ability to pay the outstanding obligation and guarantees in writing to pay the balance if the student fails to do so.

4.1.3. A student is registered in a course section offered for the benefit of a company or agency.

4.1.3.1. For the purpose of this rule, company or agency specific course sections are courses where the company pays the tuition or registration, and courses where attendance in the course section is limited to employees of the company or agency.

4.1.4. A student is classified as a captive or co-opted student pursuant to 1D SBCCC 700.98(a).

4.1.5. A student is registered in a course that is on a specialized course list approved by the State Board of Community Colleges and supports the organizational training needs for entities specified in N.C.G.S. 115D-5(b)(2).

4.2. Unless otherwise prohibited by law, the College may withhold transcripts of grades and any other service pending resolution of outstanding monetary obligations. This

statement shall not be construed to prohibit the College's Board of Trustees from adding more stringent provisions that are allowable under law regarding outstanding monetary balances. See PCC Policy 6.5 Tuition/Registration and Fees for more information.

4.2.1. Transcripts will be released to the student when the indebtedness has been removed, or an approved payment plan has been submitted and is being adhered to by the student.

Legal Citation: N.C.G.S. 115D-5(b)(2), 1E SBCCC (p.274), 1E SBCCC 100.1 (p. 274), 1E SBCCC 200.1 (p. 275), 1E SBCCC 200.2 (p. 276), 1D SBCCC 700.98 (p.254), 1E SBCCC 800

History: Effective January 12, 1988; revised September 2010, January 2011, May 2021, May 2022—updated definitions, March 2024, October 2024, May 2025