



Santa Fe College Rules Manual

Title:	Waiver of Fees	Rule 7.13
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General Authority:	FS 1001.64
Law Implemented:	FS 1009.26; 6A-14.054, FAC

Effective Date:	October 20, 2020
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Purpose: To authorize the waiver of certain fees not otherwise provided for in Florida statute. To state the individuals eligible for such waivers and the conditions by which waivers may be granted at Santa Fe College.

Fee waivers granted under this rule shall be known as “Board-authorized fee waivers” and identify related enrollments not reportable for state funding.

The College is authorized by the District Board of Trustees to waive tuition up to the Florida resident amount for the following categories of individuals and to develop procedures for determining eligibility, application and approval of fee waiver requests, along with criteria for standards of progress and academic performance expectations.

A. College Employees

Employees of the college may have fees waived for classes each term. Fee waiver applies to tuition up to the rate of in-state/resident tuition, capital improvement, student activities and financial aid fees only.

Full-time employees are eligible for waivers after the first date of employment and only during the time that they are actively employed.

Part-time employees, who are not employed as student employees, are eligible for waivers only during periods of time when they are actively employed and after completing one full semester of employment.

Full-time employees may have fees waived for classes taken each term.

Full and part-time employees, as noted above, may also receive a standard reduction of \$5.00 per non-credit course for specific Community Education or Continuing Workforce Education courses.

B. Dependents of Full-Time Employees

Dependents of full-time personnel may have fees waived for classes each term. Fee waiver applies to tuition up to the rate of in-state/resident tuition, capital improvement, student activities and financial aid fees only.

Dependency is defined as meeting the IRS dependency criteria to be eligible to be claimed as a dependent on Federal Income Tax Form 1040. Fee waiver applies to tuition, capital improvement, student activities, and financial aid fees only.

Dependents and spouse must successfully complete all course(s) taken under the fee waiver with a passing grade of "C" or higher in a given semester or they will be ineligible to take courses the next semester under the fee waiver program. Dependents and spouse will be on probation and required to submit proof of grades for the next semester prior to waiver approval. Dependents and spouse may not use fee waivers to audit courses nor for the payment of the additional fees assessed to students enrolling in college credit courses more than two times.

C. Senior Citizens

Florida residents who are 60 years of age or over shall be entitled to a fee waiver on a space available basis for credit courses. Registration for courses is limited to the last day to add a class for the applicable session only. Citizens may only use fee waiver to audit credit courses. All courses are not eligible for audit. Some courses may need departmental approval. Approval is required by the College Registrar. Fee waiver applies to tuition, capital improvement, student activities, and financial aid fees only.

Continuing Workforce Education course fees may not be waived for senior citizens. Community Education may waive course registration fees for citizens who are 60 years of age or over providing the following course requirements are met: senior citizens register the first night the class is held, space is available in the class, and the class has generated enough course fees to cover 125% of its operating costs. Seniors who register before the class begins or register online will pay full price for their course.

D. Tuition, Fees, and Multiple Attempts

College Rule 7.11 addresses tuition and additional fees required for a second or more attempts of college credit and preparatory courses.

E. Special Circumstances

The President is authorized to approve a one-time or limited-time waiver of a fee, other than tuition or non-resident tuition, including course and lab fees for non-credit courses, for the purpose of assisting those students required to participate in work force training, teacher re-certification, specialized certificates, and other instructional activities deemed to be appropriate and for the marketing of non-credit course

No single special circumstances waiver shall extend beyond one fiscal year or have an estimated negative financial impact in excess of \$10,000 without prior approval of the District Board of Trustees. The waivers will be reported to the Board as part of the semester-by-semester report of fee waivers.

Rule History

October 2020 (410.xxx)
October 2006 (410.398)
January 2003 (410.349)
December 1999 (410.277)
April 1999 (410.266)
June 1998 (410.255)
December 1997 (410.238)
July 1997 (410.230)
March 1995 (410.182)
December 1990 (410.146)
April 1984 (410.109)
August 1983 (410.106)
January 1983 (410.101)
October 1982 (410.99)
February 1982 (410.95)
October 1981 (410.92)
May 1980 (410.77)
August 1977 (410.69)
November 1973 (410.41)
October 1973 (410.34)
September 1973 (410.32)
September 1972 (410.27)
February 1969 (410.05)
December 1968 (410.03)