



## NORTH CAROLINA COMMUNITY COLLEGE SYSTEM

*James C. Williamson, Ph.D.  
President*

22 May 2017

### IMPORTANT INFORMATION

#### MEMORANDUM

**TO:** Members of the State Board of Community Colleges  
Community College Presidents  
Boards of Trustees Chairs  
Community College Chief Academic Officers, Chief Admissions Officers, Business Officers, Chief Financial Officers, Financial Aid Officers, Planners, Public Information Officers, Registrars, Student Development Administrators, and Other Interested Parties

**FROM:** Q. Shanté Martin, NCCCS General Counsel

**RE:** **Proposed Amendment of 1E SBCCC 800.2 – “General Provisions”**

The State Board of Community Colleges (SBCC) has initiated the rulemaking process to amend **1E SBCCC Subchapter 800.2 - “General Provisions.”** The Basic Law Enforcement Training (BLET) sponsorship letter is the tool utilized to document waiver eligibility for the BLET programs. A sponsorship originates from a state, county or municipal law enforcement agency. The SBCC proposes to amend 1E SBCCC 800.2 in response to colleges' requests for additional guidance on appropriate documentation of BLET sponsorships and actions required if a sponsorship is revoked prior to a student's completion of the BLET program. The documentation and potential actions impact college reporting of membership hours for budget FTE and thus require specific parameters. The proposed amendment provides clarification on documentation requirements for the college to correctly award tuition or registration fee waiver as well as how to manage reporting considerations should a sponsorship be revoked prior to a student completing their BLET program.

**The proposed amendment is published on the NC Community College System's website, [www.nccommunitycolleges.edu](http://www.nccommunitycolleges.edu), under "State Board Code."** For your convenience, a copy of the proposed rule, with the changes indicated, is attached to this memorandum. Please post a copy of the proposed rule in prominent places so that all individuals affected by the proposed changes will be informed.

Any member of the public has the right to submit written comments on the proposed rule. Please note that any person who submits a public comment on behalf of their community college should comply with their college's local process for submitting comments on a proposed rule.

**Written comments on the rules must be received by no later than 5:00 p.m. on June 21, 2017.** Any member of the public has the right to request a hearing on the proposed rules. **Requests for a hearing must be received by no later than 5:00 p.m. on June 6, 2017.** Written comments and requests for hearing shall be directed to the following address: Q. Shanté Martin, 200 W. Jones Street, 5001 Mail Service Center, Raleigh, NC 27699-5001 or by email to [publiccomments@nccommunitycolleges.edu](mailto:publiccomments@nccommunitycolleges.edu). Thank you for your attention to this matter.

**CC17-020  
E-mail Copy**

Attachments



# State Board of Community Colleges Code

## Notice of Proposed Rulemaking Form

Date: 22 May 2017

<b>Title, Chapter, Subchapter, and Rule Number of Rule Proposed to be Adopted, Amended, or Repealed</b>	Amend 1E SBCCC 800.2– “General Provisions”		
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**Specify whether the SBCC proposes to adopt amend, or repeal a rule:**

Adopt (new rule)	Amend (change existing rule)	Repeal (delete entire rule)
	X	

**Rationale for proposed adoption, amendment or repeal:**

The Basic Law Enforcement Training (BLET) sponsorship letter is the tool utilized to document waiver eligibility for the BLELT programs. A sponsorship originates from a state, county or municipal law enforcement agency. The SBCC proposes to amend 1E SBCCC 800.2 in response to colleges' requests for additional guidance on appropriate documentation of BLET sponsorships and actions required if a sponsorship is revoked prior to a student's completion of the BLET program. The documentation and potential actions impact college reporting of membership hours for budget FTE and thus require specific parameters. The proposed amendment provides clarification on documentation requirements for the college to correctly award tuition or registration fee waiver as well as how to manage reporting considerations should a sponsorship be revoked prior to a student completing their BLET program.

<b>Proposed Effective Date of Rule</b>	September 1, 2017
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1                   **State Board of Community Colleges Code**

2                   **TITLE 1 – COMMUNITY COLLEGES**

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4                   **CHAPTER E. STUDENT TUITION AND FEES**

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6                   **CHAPTER 800. WAIVERS**

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8                   **1E SBCCC 800.2 General Provisions**

9                   (a) Proof of Eligibility. To obtain a waiver for a curriculum course section that begins at  
10                  any point during an academic term, an individual must establish proof that he or she  
11                  is a member of an authorized group or organization as of the first day of the applicable  
12                  academic term to meet the criteria provided in 1G SBCCC 200.93. To obtain a waiver  
13                  for a continuing education course, an individual must establish proof that he or she is  
14                  a member of an authorized group or organization as of the first day of the course  
15                  section to meet the criteria provided in 1G SBCCC 200.94. To be eligible for a tuition  
16                  or registration fee waiver, trainees enrolled in Basic Law Enforcement Training (BLET)  
17                  courses must obtain a letter of sponsorship from a state, county, or municipal law  
18                  enforcement agency prior to enrollment and uphold the terms of the sponsorship until  
19                  completion of the BLET course. The college must maintain documentation of the  
20                  sponsorship on file.

21                  (a1) Notwithstanding subsection (a), trainees enrolled in Basic Law Enforcement  
22                  Training (BLET) courses must obtain a letter of sponsorship from a state, county, or  
23                  municipal law enforcement agency that is effective as of the first day of the course  
24                  section to be eligible for a tuition or registration fee waiver and meet the criteria  
25                  provided in 1G SBCCC 200.93 or 1G SBCCC 200.94. The college must maintain  
26                  documentation of the sponsorship on file. A sponsorship letter shall remain effective  
27                  for one year from the date of issuance unless the law enforcement agency rescinds  
28                  its sponsorship earlier. If the law enforcement agency rescinds its sponsorship prior  
29                  to the student completing the course section, the student shall be in class membership  
30                  if he or she otherwise meets the criteria for class membership provided in 1G SBCCC  
31                  Subchapter 200 and any applicable local policies adopted pursuant to 1D SBCCC

1       400.2(c). The student must pay the applicable tuition or registration fees to remain  
2       enrolled in the course section.

3       (b) Admission Requirements. Persons in an authorized group or organization must meet  
4       the same admission requirements as students that are not in an authorized group to  
5       enroll in courses for which the student is eligible for a waiver.

6       (c) Proof of Eligibility. To obtain a waiver, individuals must establish proof of eligibility as  
7       a member of an authorized group or organization. To be eligible for a tuition or  
8       registration fee waiver, trainees enrolled in Basic Law Enforcement Training (BLET)  
9       courses must obtain a letter of sponsorship from a state, county, or municipal law  
10      enforcement agency prior to enrollment and uphold the terms of the sponsorship until  
11      completion of the BLET course. The college must maintain documentation of the  
12      sponsorship on file.

13      (d) Reporting FTE: Unless otherwise prohibited by law, students eligible for an authorized  
14      waiver shall be counted in the computation of enrollment for funding purposes (BFTE)  
15      in a manner consistent with non-waived students, assuming all applicable reporting  
16      requirements are met.

17      (e) Self-Supporting Courses: Community colleges shall not grant tuition and registration  
18      fee waivers to students enrolled in self-supporting courses. The community college  
19      shall charge the student the self-supporting fee or use institutional funds to pay for the  
20      self-supporting fee on the student's behalf.

21      (f) Annual Reporting Requirement. As directed by the System Office, the college shall  
22      report the amount of tuition and registration fees waived by the college on behalf of  
23      individuals who are members of authorized groups or organizations on an annual  
24      basis to the System Office.

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26      *History Note: Authority G.S. 115D-5; G.S. 115D-39;*

27                  *Eff. May 16, 2014;*

28                  *Amended Eff. September 1, 2017; February 1, 2017.*

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