



NORTH CAROLINA COMMUNITY COLLEGE SYSTEM

James C. Williamson, Ph.D.

President

24 July 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, Basic Law Enforcement Training, Basic Skills Directors, Business Officers, Continuing Education Officers, Customized Training Directors, Distance Learning, Chief Financial Officers, Financial Aid Officers, Public Information Officers, Registrars, Student Development Administrators, & Other Interested Parties
- FROM:** Q. Shanté Martin, *NCCCS General Counsel*
- RE:** **Amendment of 1E SBCCC 800.2 – “General Provisions”**

On 21 July 2017, the State Board of Community Colleges (“SBCC”) voted to amend **1E SBCCC 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 amended 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 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 rule will be effective 1 August 2017. The new rule will be published on the NC Community College System’s website, www.nccommunitycolleges.edu, under "State Board Code." For your convenience, a copy of the rule is attached to this memorandum.

**CC17-028
E-mail Copy**

Attachment



State Board of Community Colleges Code
TITLE 1 – COMMUNITY COLLEGES

CHAPTER E. STUDENT TUITION AND FEES

CHAPTER 800. WAIVERS

1E SBCCC 800.2 General Provisions

- (a) Proof of Eligibility. To obtain a waiver for a curriculum course section that begins at any point during an academic term, an individual must establish proof that he or she is a member of an authorized group or organization as of the first day of the applicable academic term to meet the criteria provided in 1G SBCCC 200.93. To obtain a waiver for a continuing education course, an individual must establish proof that he or she is a member of an authorized group or organization as of the first day of the course section to meet the criteria provided in 1G SBCCC 200.94.
- (a1) Notwithstanding subsection (a), trainees enrolled in Basic Law Enforcement Training (BLET) courses must obtain a letter of sponsorship from a state, county, or municipal law enforcement agency that is effective as of the first day of the course section to be eligible for a tuition or registration fee waiver and meet the criteria provided in 1G SBCCC 200.93 or 1G SBCCC 200.94. The college must maintain documentation of the sponsorship on file. A sponsorship letter shall remain effective for one year from the date of issuance unless the law enforcement agency rescinds its sponsorship earlier. If the law enforcement agency rescinds its sponsorship prior to the student completing the course section, the student shall be in class membership if he or she otherwise meets the criteria for class membership provided in 1G SBCCC Subchapter 200 and any applicable local policies adopted pursuant to 1D SBCCC 400.2(c). The student must pay the applicable tuition or registration fees to remain enrolled in the course section.
- (b) Admission Requirements. Persons in an authorized group or organization must meet the same admission requirements as students that are not in an authorized group to enroll in courses for which the student is eligible for a waiver.

- (c) Proof of Eligibility. To obtain a waiver, individuals must establish proof of eligibility as a member of an authorized group or organization. To be eligible for a tuition or registration fee waiver, trainees enrolled in Basic Law Enforcement Training (BLET) courses must obtain a letter of sponsorship from a state, county, or municipal law enforcement agency prior to enrollment and uphold the terms of the sponsorship until completion of the BLET course. The college must maintain documentation of the sponsorship on file.
- (d) Reporting FTE: Unless otherwise prohibited by law, students eligible for an authorized waiver shall be counted in the computation of enrollment for funding purposes (BFTE) in a manner consistent with non-waived students, assuming all applicable reporting requirements are met.
- (e) Self-Supporting Courses: Community colleges shall not grant tuition and registration fee waivers to students enrolled in self-supporting courses. The community college shall charge the student the self-supporting fee or use institutional funds to pay for the self-supporting fee on the student's behalf.
- (f) Annual Reporting Requirement. As directed by the System Office, the college shall report the amount of tuition and registration fees waived by the college on behalf of individuals who are members of authorized groups or organizations on an annual basis to the System Office.

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

Eff. [May 16, 2014](#);

Amended Eff. August 1, 2017; [February 1, 2017](#).