



**NORTH CAROLINA COMMUNITY COLLEGE SYSTEM**

*Jennifer Haygood*

*Acting President*

23 October 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 Skills Directors, Business Officers, Continuing Education Officers, Customized Training Directors, Distance Learning, Chief Financial Officers, Financial Aid Officers, Planners, Public Information Officers, Registrars, Student Development Administrators, & Other Interested Parties
- FROM:** Q. Shanté Martin, *NCCCS General Counsel*
- RE:** **Amendments to the Senior Citizen Audit Rules**

On 20 October 2017, the State Board of Community Colleges (“SBCC”) voted to amend the following:

- 1D SBCCC 700.1 – “Audited Courses”**
- 1E SBCCC 100.1 – “Definitions”**
- 1E SBCCC Subchapter 1000 – “Audited Courses”**

In Section 10.12 of Session Law 2017-57, the NC General Assembly directed the SBCC to adopt policies allowing senior citizens to audit courses at North Carolina community colleges without payment of any required registration fee or tuition for the audit. Further, it is important to have a framework for audited courses in general. Because there was not a general auditing rule currently in the SBCC Code, a general auditing rule accompanied the rules for senior citizens.

On 21 July 2017, the SBCC temporarily adopted 1D SBCCC 700.1 – “Audited Courses,” amended 1E SBCCC 100.1 – “Definitions,” and adopted 1E SBCCC Subchapter 1000 – “Audited Courses” pursuant to 3B SBCCC 400.1(a). The SBCC made the temporary rules effective retroactively to 1 July 2017.

In partnership with community college administrators, the Programs division staff reviewed the temporary rules to recommend permanent rules. The review process resulted in minor adjustments.

In response to legislative direction and within the parameters of 3B SBCCC 400.1(a), the Programs division staff requested that the SBCC approve the permanent rules as follows:

- 1D SBCCC 700.1 – “Audited Courses”:
  - o There may be many reasons that a student audits a course besides “self-enrichment.” The change removes the limitation of motive to audit a course.
  - o Local colleges need a method to limit the eligibility of courses for audit. It is not academically sound for some courses to be offered as an audit.
- 1E SBCCC 100.1 – “Definitions”: No changes are recommended.
- 1E SBCCC Subchapter 1000 – “Audited Courses”: The minor change clarifies the “Self Supporting Fees” paragraph.

**The rules will be effective 1 November 2017. The new rules will be 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 rules is attached to this memorandum.

**CC17-053  
E-mail Copy**

Attachments



**STATE BOARD OF COMMUNITY COLLEGES CODE**  
**TITLE 1 – COMMUNITY COLLEGES**

**CHAPTER D. EDUCATION PROGRAMS**

**SUBCHAPTER 700. GENERAL PROVISIONS**

**1D SBCCC 700.1 Audited Courses**

- (a) Definition. “Audit” means to enroll in a course section without receiving a grade, academic credit, continuing education unit, or certificate of completion. Students shall pay to audit courses consistent with the provisions of 1E SBCCC Subchapter 1000.
- (b) Eligibility to Audit. A student may audit a course section only on a space available basis as determined by the college. A student who audits a course section shall not displace students enrolling or registering to receive a grade, academic credit, continuing education unit or certificate of completion in the course section. The student must receive approval to audit a course section consistent with the college’s local procedures.
- (c) Local Policy. Students approved to audit course sections must comply with local college policies related to auditing courses. Colleges may adopt policies and procedures identifying courses available and not available for audit.
- (d) Transcript. The college shall specify on a student’s transcript if a student audited a course section.

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

*Temporary Adoption Eff. [July 1, 2017](#);*

*Amended Eff. [November 1, 2017](#).*



**STATE BOARD OF COMMUNITY COLLEGES CODE**  
**TITLE 1 – COMMUNITY COLLEGES**

**CHAPTER E. STUDENT TUITION AND FEES**

**SUBCHAPTER 100. DEFINITIONS**

**1E SBCCC 100.1 Definitions**

The following definitions apply to this Chapter:

- (a) “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.
- (b) “Local Fees” – A fee charged to a student for a good or service provided by the college other than instruction.
- (c) “Register” – To complete the procedure defined by the college to sign up for a course section.
- (d) “Registration Fee” – The amount charged to a student to enroll in a continuing education course section that earns budget FTE as described in 1G SBCCC 100.99.
- (e) “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.
- (f) “Tuition” - The amount charged to a student to enroll in a curriculum course section that earns budget FTE as described in 1G SBCCC 100.99.
- (g) “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.
- (h) “Audit” – Shall have the same meaning as in 1D SBCCC 700.1(a).

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

*Eff. May 16, 2014;*

*Temporary Adoption Eff. [July 1, 2017](#);*

*Amended Eff. [November 1, 2017](#).*



**STATE BOARD OF COMMUNITY COLLEGES CODE**  
**TITLE 1 – COMMUNITY COLLEGES**

**CHAPTER E. STUDENT TUITION AND FEES**

**SUBCHAPTER 1000. AUDITED COURSES**

**1E SBCCC 1000.1 General Provisions**

- (a) Tuition and Fees Required. Except as otherwise provided by law, students who audit a course section are required to pay the applicable tuition, registration fee, and other fees charged consistent with this Chapter.

*History Note: Authority G.S. 115D-5; G.S. 115B-2.2;*

*Temporary Adoption Eff. [July 1, 2017](#);*

*Amended Eff. [November 1, 2017](#).*

**1E SBCCC 1000.2 Special Provisions for Senior Citizens**

- (a) Definition of Senior Citizen. For the purposes of this provision, an individual is a senior citizen if the individual is at least 65 years of age as of the first day of the applicable course section. The individual must provide proof of age through a driver's license, State identification card, or other government-issued document.
- (b) No Tuition or Registration Fee Required. Notwithstanding 1D SBCCC 700.1; 1E SBCCC 300.1, 1E SBCCC 400.1, and 1E SBCCC 1000.1(a) and consistent with G.S. 115B-2.2, a senior citizen may audit a course section without payment of any required tuition or registration fee.
- (c) Self-Supporting Fees Required. Senior citizens shall pay the applicable self-supporting fee for enrollment or registration into a self-supporting course section.
- (d) Local Fees. Senior citizens shall pay any applicable local fees to audit a course section consistent with the college's local fee policies.
- (e) Reporting: Colleges shall follow System Office procedures for tracking and reporting the number of senior citizens who audit courses under subsection (b). Student

membership hours associated with senior citizens who audit courses under subsection (b) shall not be counted in the computation of enrollment for funding purposes (budget full-time equivalent students).

*History Note: Authority G.S. 115D-5; G.S. 115B-2.2;*

*Temporary Adoption Eff. [July 1, 2017](#);*

*Amended Eff. [November 1, 2017](#).*