



**NORTH CAROLINA COMMUNITY COLLEGE SYSTEM**

*James C. Williamson, Ph.D.*

*President*

22 November 2016

**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, Continuing Education Officers, Financial Aid Officers, Human Resources Development, Student Development Administrators, Public Information Officers, Registrars, & 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 has initiated the rulemaking process to amend **1E SBCCC Subchapter 800.2 - “General Provisions.”**

The State Board of Community Colleges proposes to amend 1E SBCCC 800.2 to clarify the issue of waiver eligibility when a student’s status may change mid-term. The intent is for the waiver to apply to any course section offered during the academic term, regardless of when the term starts, if a student meets the eligibility requirements as of the first day of the term.

**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 December 22, 2016.** 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 7 December 2016.** 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. Thank you for your attention to this matter.

**CC16-049**  
**E-mail Copy**

Attachments



# State Board of Community Colleges Code

## Notice of Proposed Rulemaking Form

Date: 21 November 2016

<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)
<input type="checkbox"/>	<input checked="" type="checkbox"/>	<input type="checkbox"/>

<b>Rationale for proposed adoption, amendment or repeal:</b>	<p>The purpose for the amendment is to clarify the issue of waiver eligibility when a student’s status may change mid-term. The intent is for the waiver to apply to any course section offered during the academic term, regardless of when the term starts, if a student meets the eligibility requirements as of the first day of the term.</p>
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<b>Proposed Effective Date of Rule</b>	March 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**

5  
6                                   **CHAPTER 800. WAIVERS**

7  
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 obtain a waiver for a continuing education course, an individual  
13    ~~individuals~~ must establish proof that he or she is of eligibility as a member of an  
14    authorized group or organization as of the first day of the course section. To be eligible  
15    for a tuition or registration fee waiver, trainees enrolled in Basic Law Enforcement  
16    Training (BLET) courses must obtain a letter of sponsorship from a state, county, or  
17    municipal law enforcement agency prior to enrollment and uphold the terms of the  
18    sponsorship until completion of the BLET course. The college must maintain  
19    documentation of the sponsorship on file.
- 20   (b) Admission Requirements. Persons in an authorized group or organization must meet  
21    the same admission requirements as students that are not in an authorized group to  
22    enroll in courses for which the student is eligible for a waiver.
- 23   (c) Proof of Eligibility. To obtain a waiver, individuals must establish proof of eligibility as  
24    a member of an authorized group or organization. To be eligible for a tuition or  
25    registration fee waiver, trainees enrolled in Basic Law Enforcement Training (BLET)  
26    courses must obtain a letter of sponsorship from a state, county, or municipal law  
27    enforcement agency prior to enrollment and uphold the terms of the sponsorship until  
28    completion of the BLET course. The college must maintain documentation of the  
29    sponsorship on file.
- 30   (d) Reporting FTE: Unless otherwise prohibited by law, students eligible for an authorized  
31    waiver shall be counted in the computation of enrollment for funding purposes (BFTE)

1 in a manner consistent with non-waived students, assuming all applicable reporting  
2 requirements are met.

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

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

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

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

14 *Amended Eff. March 1, 2017.*