Proposed Revisions to Title 5, California Code of Regulations Related to Enrollment Fee Refunds (First Reading)

This document contains underlined and stricken text, which may require adjustments to screen reader settings. Underlined text denotes additions to existing regulations; ~~stricken~~ text denotes deletions from existing regulations.

SECTION 58508 OF ARTICLE 1 OF SUBCHAPTER 6 OF CHAPTER 9 OF DIVISION 6 OF TITLE 5 OF THE CALIFORNIA CODE OF REGULATIONS IS AMENDED TO READ:

§ 58508. Refunds.

(a) A community college district ~~governing board~~ shall refund upon request any enrollment fee paid by a student pursuant to subdivisions (a) through (c) of section 58501 for program changes made ~~during the first two weeks of instruction for a primary term-length course, or by the 10 percent point of the length of the course for a short-term course~~ through and including the drop date, as defined in subdivision (g) of section 58001.

(b) A student shall be allowed at least two weeks from the final qualifying date of the program change specified in subdivision (a) to request an enrollment fee refund.

(c) A community college district shall not refund any enrollment fee paid by a student for program changes made after the ~~first two weeks of instruction for a primary term-length course, or after the 10 percent point of the length of the course for a short-term course~~ drop date, as defined in subdivision (g) of section 58001, unless the program change is a result of action by the district to cancel or reschedule a class or to drop a student pursuant to subdivision (*l*) of section 55003 where the student fails to meet a prerequisite.

(d) When refunding an enrollment fee pursuant to subdivision (a), a community college district may retain once each semester or quarter an amount not to exceed $10.00.

(e) If the district has adopted a withdrawal policy pursuant to section 55024, any student who is a member of an active or reserve United States military service, and who has withdrawn from courses due to military orders, may file a petition with the district requesting a refund of the enrollment fee. The district shall refund the entire fee unless academic credit has been awarded.

(f) Any student who has withdrawn from courses due to extenuating circumstances pursuant to subdivision (c) of section 55024, may file a petition with the district requesting a refund of the enrollment fee. Such petitions for refund shall be submitted in a manner determined by the district consistent with the district's withdrawal policies adopted pursuant to subdivision (a) of section 55024. The district may grant a refund of all or a portion of the enrollment fee, provided that academic credit has not been awarded for the withdrawn courses.

~~(f)~~(g) Prior to refunding any enrollment fee or tuition, the district may determine if the student received federal Title IV funds during the term of enrollment. If funds were received, the refund may be held for up to 30 days while the district determines if any

institutional or student return to the federal Title IV programs is due under Section 485 of the Higher Education Amendments of 1998, P.L. 105-244. If a return is deemed to be required, the amount of enrollment fee refund may first be used to meet any return obligation of the district and, if an amount of enrollment fee refund remains after the district obligation has been met, that amount may be used to meet any return obligation of the student. If an enrollment fee refund amount remains after all return obligations have been met, the student shall receive the remainder.

Note: Authority cited: Sections 66700, 70901 and 76300, Education Code. Reference: Section 76300, Education Code.

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