



### **SECTION 3 BACKGROUND**

- 3.1 The West Virginia Code, as cited above, provides that all institutions of higher education establish a policy for citizens age 65 and older to attend courses at a reduced tuition and fee level. The Code further states that the policy include options for attending non-credit and credit basis; that each participant under this program be:
1. a resident of West Virginia,
  2. participants be 65 years of age or older, and
  3. classroom space is available.
- 3.2 Further the Code limits the total tuition and fees charged for participation in each non-credit course or class, excluding laboratory and parking fees, to not exceed \$50 and participation in academic credit courses may not exceed 50% of the normal rates charged to state residents: provided that after July 1, 2004 the governing boards may change the maximum fee.

### **SECTION 4 GENERAL PROVISIONS**

- 4.1 A participant registered for a course under either of the two options of this program will be subject to the College's programmatic and financial guidelines applicable to this program.
- 4.2 A participant will also be subject to the rules, regulations, procedures, and requirements of the College, including course prerequisites, applicable to each course.
- 4.3 The following standards apply to the specific options available through this program:
1. No Credit Option: The total tuition and fees charged for each course under the no credit option, excluding laboratory fees, may not exceed \$50. The maximum tuition and fees to be charged under this option is subject to change upon approval of the Board of Governors.
  2. Credit Option: The total tuition and fees charged for each course under the credit option shall not exceed 50% of the normal rates charged to state residents.

### **SECTION 5 RESPONSIBILITIES AND PROCEDURES**

- 5.1 The authority for developing a method of establishing priority for allowing a participant to register for and attend specific courses under the terms of this policy are delegated to the President and his/her designee.

- 5.2 The President and his/her designee will determine any special fees, such as laboratory fees, that all participants must pay.
- 5.3 The College, through appropriate channels, shall report on participation in this program to the Council for Community and Technical College Education or other state-level agencies.

**SECTION 6                    DELEGATION OF AUTHORITY**

The responsibility for implementation and interpretation of this policy is delegated to the Dean for Learner Support Services.

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**BOARD OF GOVERNORS, CHAIR**

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**DATE**