

Title: Tuition Appeals Policy

Effective Date: 07/01/2020

Date of Last Revision: 04/10/2014

Review Date: 07/01/2020

Cancellation: N/A

Office: Student Accounts

Tuition Appeals Policy

Policy

South Louisiana Community College maintains a tuition & fee adjustment policy (SLCC-BO-302) to cover adjustments of tuition, fees, and other charges in the event a student withdraws from one or more classes. Students are expected to adhere to the tuition & fee adjustment policy as administered by the Student Accounts Office. Students with extenuating circumstances (e.g., death of an immediate family member, personal emergencies, medical incapacitation, or Act of God) related to their withdrawal may appeal for a policy exception.

Appeals must be made in writing and submitted to the Student Accounts Office. The appeal is forwarded to the Director of Student Accounts and/or the Appeal Committee, which consists of representatives of the Registrar's Office, Admissions Office, Financial Aid Office, and the Student Accounts Office. Fall semester appeal requests must be received by the end of final exams of the following summer session. Spring semester appeal requests must be received by the end of final exams of the following fall semester. Summer semester appeal requests must be received by the end of final exams of the following spring semester.

The Director of Student Accounts and/or the Committee Chair will notify the student of the appeal decision. A student may make a final appeal to the Vice Chancellor of Academic and Student Affairs or designee within 30 days of notification of the committee's decision. The Vice Chancellor of Academic and Student Affairs or designee's decision will be considered final.

Attachments

Tuition Appeal Form

Policy Reference:

LCTCS Policies #5.007

Higher Education Relief Opportunities for Students Act of 2003 of the US Congress (H.R. 1412)

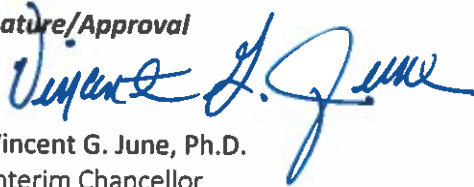
SLCC-BO-302 Tuition & Fee Adjustment Policy

Review Process:

	Reviewing Committee/Entity	Review Date(s)	Approval Date	Effective Date
	Committee for Institutional Policy Review	07/20/2020	08/03/2020	07/01/2020
	Executive Committee	10/01/2020	10/16/2020	07/01/2020

Chancellor's Signature/Approval

SIGNATURE:



Vincent G. June, Ph.D.
Interim Chancellor

DATE:

10/16/2020

Final Distribution:

Distribution:

Electronic: posted to College's website and sent via email to College personnel

Hard copy: Original to Executive Assistant to the Chancellor for Master Policy Binder, copy to Chair of Committee of Institutional Policy Review