

**NEW RIVER COMMUNITY AND TECHNICAL COLLEGE**  
**BOARD OF GOVERNORS**  
**POLICY NO. 11**

**TITLE :** AWARDING of UNDERGRADUATE FEE WAIVERS

**SECTION 1. GENERAL**

- 1.1 Scope - This rule regards the awarding of undergraduate and graduate fee waivers
- 1.2 Authority - West Virginia Code § 18B-10-5, 18B-10-6, 18B- 10-7, 18B-1-6
- 1.3 Filing Date - July 10, 1992
- 1.4 Effective Date - August 9, 1992
- 1.5 Repeal of Former Rule -Repeals and replaces Series 49 effective September 4, 1988.
- 1.6 Replaces Title 131, Procedural Rule, Series 49
- 1.7 Effective Date: July 1, 2003  
Revised Date: October 4, 2018
- 1.8 Approved by BSC BOG: March 18, 2004
- 1.9 Accepted by New River BOG: March 1, 2005

**SECTION 2. UNDERGRADUATE FEE WAIVERS**

- 2.1 The term "Undergraduate Fee Waiver" refers to all tuition and fee waivers authorized by Chapter 18B, Article 10, Section 5 of the West Virginia Code.
- 2.2 The maximum number of authorized undergraduate fee waivers at the institution shall be determined by the President on an annual basis.
- 2.3 Awards made under this program shall provide for the waiver of tuition, registration fee, higher education resource fee, and the faculty improvement fee. In addition, the institution shall have discretionary authority to waive one or more of the component parts of the college fees (includes such fees as the activity, athletic, and student union, and operations fees) and/or special fees assessed to students in designated academic fields (e.g.: engineering fee, health profession fee).

- 2.4 Waiver reports shall be submitted to the Board of Governors in accordance with the following general provisions.
- 2.5 The institution will submit a summary report to the Board of Governors at the August Board meeting of each year for the previous fiscal year ending on June 30. This report will list all waiver awards for the entire academic year and will be presented to the board as a matter of information.
  - 2.5.1 each award recipient should be listed and a permanent hometown address provided. Both new and renewal recipients must be included.
  - 2.5.2 each waiver recipient should be listed within the single category, which reflects the primary reason a fee waiver, was awarded.
- 2.6 The institution shall give priority consideration in the awarding of undergraduate fee waivers to students who are West Virginia residents. The institution should also provide a reasonable opportunity for their employees to utilize these awards.
- 2.7 In accordance with Chapter 18B, Article 10, Section 7 of the West Virginia Code, the institution shall make provisions to waive tuition and any fees charged to children and spouses, on a classroom space available basis, of certain law enforcement officers and fire fighters (as defined in Chapter 30, Article 29, Section 1 of the West Virginia Code) killed in the line of duty. The institution may require such persons to pay special fees, including any laboratory fees, if such fees are required of all other students taking a single or the particular course and may also require such person to pay for parking. A fee waiver shall also be made available to each year's statewide winner of the Veterans of Foreign Wars Voice of Democracy competition and the American Legion High School Oratorical competition