

**REQUEST FOR BOARD OF TRUSTEES ACTION**

**Committee:** Planning & Budget  
**Title:** Revision to Refund Provisions of the Registration Fee  
**Date:** September 27, 2006

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**Recommendation:** That the Board of Trustees modify the College's non-refundable registration fee in the amount of \$55.00 to provide that it be refundable in the same manner as described in the Tuition and Fee Refund Policy.

**Justification:** This registration fee, in the amount of \$55.00, has been viewed as unduly punitive and is believed to promote a delay in student registration. The revision would provide for a full refund for students withdrawing during the first 8 calendar days, a 50% refund for those withdrawing during the next 8 calendar days, and no refund for students who withdraw after this period.