



Board of Regents Policy Manual

7.3 Tuition and Fees

7.3.1 Tuition

7.3.1.1 Definitions

Tuition

Tuition shall be defined as payment required for credit-based instruction and related services and shall be charged to all students. Tuition rates for all USG institutions and programs shall be approved annually no later than the May meeting by the Board of Regents to become effective the following fall semester. Exceptions to this requirement may be granted upon recommendation of the Chancellor and approval by the Board of Regents.

Tuition for both undergraduate and graduate students enrolled at a USG institution shall be charged at the full rate for students enrolled for fifteen (15) credit hours or more, and at a per credit hour rate for students enrolled for less than fifteen (15) credit hours, effective July 1, 2009. Graduate tuition will be charged at the full rate for students enrolled for twelve (12) credit hours, and at a per credit hour rate for students enrolled for less than twelve (12) credit hours (BoR Minutes, June 2009). Distance education courses and programs as defined in [Section 7.3.1.6 of this Policy Manual](#) may be exempted from this policy and charged on a per credit hour basis.

Further, a “finish-in-four” tuition model that provides for a flat tuition based on fifteen (15) hours a semester will be charged at University of Georgia and Georgia Institute of Technology for all students taking in excess of six (6) hours, to encourage students to graduate in four (4) years. Students taking six (6) hours or fewer will pay a flat rate that will be lower than the 15-hour rate. The “finish-in-four” model is effective July 1, 2009 (BoR Minutes, June 2009). Students jointly enrolled in high school and at either the University of Georgia or Georgia Institute of Technology under the Accel program will continue to be charged tuition on a per-credit-hour basis (BR Minutes, August 2009).

In-State Tuition

In-State Tuition shall be defined as the rate paid by students who meet the residency status requirements as provided in [Section 4.3 of this Policy Manual](#).

Out-of-State Tuition

Out-of-State Tuition shall be defined as the rate paid by students who do not meet the residency status requirements as provided in [Section 4.3 of this Policy Manual](#). Out-of-state tuition at all USG institutions shall be established by the Board, taking into consideration: (1) out-of-state tuition rates of peer or comparable institutions, and (2) the full cost of instruction. The annual increase in the out-of-state tuition amount must be at least equal to the dollar increase amount in in-state tuition.

Guaranteed Tuition Rate

The **Guaranteed Tuition Rate** shall be defined as the rate paid by students enrolled in a USG undergraduate program who entered the USG for the first time as new students or as transfer students between fall 2006 and spring 2009 (BoR Minutes, June 2009). The guaranteed tuition rate shall be held constant for each new student or transfer student, except those that may be classified as current and continuing students as noted below, for a period of time as described in [Section 7.3.1.2 of this Policy Manual](#).

Continuing Tuition Rate

The **Continuing Tuition Rate** shall be defined as the rate paid by students enrolled in a USG undergraduate program who entered the USG for the first time as new students or as transfer students prior to fall 2006.

New Students

New Students shall be defined for the purposes of this section as students enrolled in an undergraduate program at a USG institution for the first time between fall 2006 and spring 2009, and who have not previously earned academic credits at a postsecondary institution except as students jointly (or dually) enrolled in high school and a postsecondary education institution or through advanced placement credit (BoR Minutes, June 2009).

Non-USG Transfer Students

Non-USG Transfer Students shall be defined as students who, after high school graduation, entered as a first time freshman to a non-USG postsecondary institution and earned academic credit.

Current and Continuing Students

Current and Continuing Students shall be defined for the purposes of this section as students who entered the USG for the first time as new students or as transfer students prior to fall 2006.

Semester

Semester shall be defined for the purposes of this section as the standard term of instruction for each USG

institution for fall, spring, and summer. The summer semester shall be defined as the combined terms of instruction provided by USG institutions that begin after the completion of the spring semester and end prior to the start of the fall semester (BoR Minutes, October 2006).

7.3.1.2 The Guaranteed Tuition Plan

The guaranteed tuition plan is discontinued for new students beginning summer semester 2009, and the provisions outlined below will not apply. The sections will continue to apply for students already on the guarantee for the period of the guarantee (BoR Minutes, June 2009).

Pursuant to [Section 7.3.1.1 of this Policy Manual](#), the Board of Regents shall annually approve guaranteed tuition rates for each USG institution. The provisions of this section shall not apply to courses offered as distance learning courses or to undergraduate programs for which differential rates have been approved, except that the provisions shall apply to the undergraduate programs in Landscape Architecture and Forestry and Natural Resources at the University of Georgia (BoR Minutes, October 2006; March 2007).

Research, Regional, or State University

New students enrolled in an undergraduate program at a USG research, regional, or state university shall be charged the approved guaranteed tuition rates for these institutions, which shall be fixed for new students for a period of four (4) years, or twelve (12) consecutive semesters, including fall, spring, and summer.

State College

New students enrolled in an undergraduate program at a USG state college shall be charged the approved guaranteed tuition rates for these institutions as follows:

For new students enrolled in lower-division programs, the lower-division guaranteed tuition rate shall be charged and fixed for these new students for a period of three (3) years, or nine (9) consecutive semesters including fall, spring, and summer.

For new students enrolled in upper-division programs, the upper-division guaranteed tuition rate shall be charged and fixed for these new students for a period of two (2) years, or six (6) consecutive semesters including fall, spring, and summer.

Two-Year College

New students enrolled in an undergraduate program at a USG two-year college shall be charged the approved guaranteed tuition rates for these institutions, which shall be fixed for new students for a period of three (3) years, or nine (9) consecutive semesters, including fall, spring, and summer.

University College Programs

New students enrolled initially in the university college programs at Armstrong Atlantic State University's Liberty

Center, Augusta State University, Columbus State University, and Savannah State University who progress to the regular undergraduate programs offered by these institutions shall be charged the approved guaranteed tuition rates, which shall be fixed for a period of five (5) years, or fifteen (15) consecutive semesters, including fall, spring, and summer.

New students who enter the regular undergraduate program at these institutions shall be charged the guaranteed tuition rate for four (4) years, or twelve (12) consecutive semesters) as noted above.

Summer Semester

New students enrolling in an undergraduate program at a USG institution in summer 2006 may be charged either the nonguaranteed tuition rate approved by the Board of Regents effective fall 2005, or the guaranteed tuition rate approved by the Board of Regents effective fall 2006 pursuant to the policy established by each USG institution and subject to:

If charged the non-guaranteed tuition rate for summer 2006, new students shall be charged the guaranteed tuition rate beginning fall 2006, which shall be fixed as noted above.

If charged the guaranteed tuition rate for summer 2006, new students shall continue to be charged the same guaranteed tuition rate beginning fall 2006, which shall be fixed at that rate beginning with fall 2006 as noted above.

New students enrolling in an undergraduate program at a USG institution for the first time in summer 2007 and any summer thereafter shall be charged the guaranteed tuition rate approved by the Board of Regents for the year in which that summer occurs and be charged the new fall guaranteed tuition rate as noted above.

Transfer Students

Transfer students from non-USG institutions shall be charged the guaranteed tuition rate effective the year in which they transferred, which shall be fixed for two (2) years, or six (6) consecutive semesters. This policy shall become effective for such students beginning with spring semester 2007.

Transfer students from USG institutions who first entered the USG in fall 2006 or thereafter shall be charged the guaranteed tuition rate at their new institution that was approved for the year in which they first entered the USG, if that year does not precede the year of transfer by more than the period of time as described above.

This provision, however, shall not apply to students who transfer to the Medical College of Georgia's health profession programs as third-year students. These students shall pay the guaranteed tuition rate in effect in the year they transfer and shall retain that guaranteed tuition rate for no more than two (2) years, or six (6) consecutive semesters.

Students Enrolled in Programs Requiring More than Four (4) Years to Complete

USG research, regional, and state universities may, under limited circumstances, extend the guaranteed tuition rate up to three (3) additional consecutive semesters for certain selected programs that require more than four (4) years to complete. A list of these programs must be provided to the Board of Regents annually.

Students Jointly Enrolled in High School and a USG Institution

Students jointly enrolled in high school and a USG institution should be charged the prevailing guaranteed tuition rate. The period of time is not fixed. Students who graduate from a high school with college credit are eligible for the guaranteed tuition rate as new students as noted above.

Students in the Georgia Academy for Mathematics and Engineering at Middle Georgia College and the Advanced Academy of Georgia at the University of West Georgia are treated as new students when they first enter the USG. They are eligible for the tuition rate prevailing when they start their program for a period of twelve (12) consecutive semesters.

Students Called to Active Military Duty

A student eligible to receive the guaranteed tuition rate who is called to active duty will receive an extended guarantee for the period of service up to two (2) years, or six (6) consecutive semesters.

Transient and Non-degree-seeking Students

Transient and non-degree-seeking students who enrolled at a USG institution in fall 2006 or later and who are assigned a guaranteed rate shall be charged at the assigned rate at the institution they attend. New non-USG transient students enrolling at a USG institution should be assessed the same rates applicable for non-USG transfer students and have the benefit of maintaining that rate for two (2) years, or six (6) consecutive semesters.

Expiration of the Guaranteed Tuition Rate

The guaranteed tuition rate for new and transfer students will expire at the end of the periods described under this section. Students shall be charged the prevailing guaranteed tuition rates established for the next semester in which they enroll at a USG institution and be charged the new guaranteed tuition rates established each year by the Board of Regents.

At the expiration of the guaranteed tuition rate term, part-time students, as defined in this section, shall be charged the non-guaranteed tuition rate as described in [Section 7.3.1.3 of this Policy Manual](#). This section is applicable only to those part-time students who began as freshmen in the USG in fall 2006 (or later) and who were on the guaranteed tuition plan.

Part-time students shall be defined as attempting no more than 48 cumulative semester credit hours over the four-year period. For students enrolled at two-year institutions, part-time students shall be defined as

attempting no more than thirty-six (36) hours over the three-year guarantee period. For students enrolled at state colleges, part-time students shall be defined as attempting no more than an average of twelve (12) credit hours for each year of the guarantee period.

Appeal Process

Each USG institution shall establish a process to allow students to appeal their eligibility for the guaranteed tuition rate based upon extenuating circumstances. Each institution shall have the final decision on any appeal.

7.3.1.3 Continuing Tuition Rate

The continuing tuition rates as defined in [Section 7.3.1.1 of this Policy Manual](#) and shown below shall be charged to all students classified as current and continuing students.

The **Continuing Tuition Rate** shall be defined as the rate paid by students enrolled in a USG undergraduate program who entered the USG for the first time as new students or as transfer students prior to fall 2006.

7.3.1.4 Graduate Tuition

USG institutions that offer graduate programs may request Board approval for graduate tuition rates as follows:

Effective for the fall semester 2007, each institution that offers graduate programs shall request a “core” graduate tuition rate that shall apply to all graduate courses and programs, based on market comparators for in-state and out-of-state tuition (BoR Minutes, June 2009).

Each institution may request separate graduate tuition rates for specialized programs, subject to the provisions of [Section 7.3.1.5 of this policy manual](#).

The regular graduate tuition rates normally shall be charged to all graduate students. However, where a graduate student is classified as a research, teaching, or graduate assistant, the institution may waive all or part of the graduate tuition and/or waive the differential between in-state and out-of-state graduate tuition. A registration fee of no less than \$25 shall be charged to all students for whom a full waiver is provided (BoR Minutes, October 2006).

7.3.1.5 Professional Program Tuition

Board approval shall be required for in-state and out-of-state differential tuition rates for nationally competitive graduate and professional programs, as deemed appropriate by the institution based upon the academic marketplace and the tuition charged by peer institutions with similar missions (BoR Minutes, June 2009).

An institution seeking such approval from the Board shall provide the Board with an impact analysis and a plan for enhancing the quality of the program.

The professional program tuition rates normally shall be charged to all program students. However, the institution, on a degree program basis, may waive the graduate tuition in accordance with such policies noted or limit the waiver to the amount associated with the regular graduate tuition where a graduate student is:

Classified as a graduate assistant under [Section 7.3.1.4 of this Policy Manual](#); or,

Eligible for an out-of-state tuition waiver under [Section 7.3.4.1 of this Policy Manual](#).

(BoR Minutes, June 2005)

7.3.1.6 Tuition for Distance Learning Courses and Programs

Institutions may charge special tuition rates for distance education courses and programs. For the purposes of this policy, distance learning courses and programs shall be defined as those courses and programs in which 95% or more of class contact time is delivered by a distance technology.

If the rate is either less than the institution's in-state tuition rate or greater than its out-of-state rate, Board approval is required.

Institutions shall report annually to the USG chief fiscal officer on all tuition rates charged for distance learning courses and programs.

Notwithstanding other provisions in Sections 7.3 of this Policy Manual, rates shall apply to all students regardless of residency status.

7.3.1.7 Tuition Agreements with Corporations, Organizations, and Other Legal Entities

USG institutions may enter into agreements with customers, defined as corporations, organizations, agencies, or other legal entities, for the delivery of credit courses and programs. The course/program delivery shall be restricted to members of the customer group and their dependents, except upon agreement between the institution and the customer to permit nonmembers or nonemployees to enroll in courses/programs on a space-available basis.

The amount institutions may charge for the course/program delivery shall be agreed upon between the institution and the customer, such that the total cost shall represent the reasonable and fair market value of the instruction and provided that the charges are not less than the total direct and indirect costs to the institution for the delivery of instruction and related services. Such costs may include, but are not necessarily limited to, course development, direct instruction, textbooks, consumables, non-instructional services, hardware, software, and indirect costs such as administrative overhead, maintenance, and security.

The charges agreed upon between the institution and the customer shall be assessed to the customer on a per seat, per student, or per agreement (flat-rate) basis.

Institutions shall be required to report annually to the Chancellor regarding these agreements.

7.3.2 Student Fees and Special Charges

7.3.2.1 Mandatory Student Fees

Mandatory student fees are defined as fees that are paid by all students as required by the Board of Regents or as required by the institution subject to approval by the Board of Regents. When there is a change in the purpose of the mandatory fee, it shall be subject to approval by the Board of Regents (BoR Minutes May 2010).

Mandatory fees shall include, but not be limited to:

Intercollegiate athletic fees;

Student health service fees;

Transportation or parking fees (if the latter are charged to all students);

Student activity fees;

Technology fees; and

Facility fees. (BoR Minutes, January 2010)

All mandatory fees shall be approved by the Board of Regents at its meeting in April to become effective the following fall semester. Exceptions to this requirement may be granted upon recommendation of the Chancellor and the approval of the Board of Regents.

An institution may waive mandatory fees for students who are enrolled for fewer than six (6) credit hours.

Alternatively, institutions may prorate mandatory fees on a per-credit-hour basis for students taking fewer than twelve (12) credit hours. Institutions may elect to reduce Board-approved mandatory fees for students enrolled in summer courses.

Proposals submitted by an institution to increase mandatory student fees, proposals to create new mandatory student fees, or a change in the purpose of a mandatory fee, shall first be presented for advice and counsel to a committee at each institution composed of at least fifty percent (50%) students, except in special circumstances when a general purpose fee is instituted system-wide by the Board of Regents (BoR Minutes,

June 2009, revised May 2010). The committee shall include at least four students, who shall be appointed by the institution's student government association. Institutions and student government associations should make a concerted effort to include broad representation among the students appointed to the committee (BoR Minutes, January 2010).

All mandatory student fees collected by an institution shall be budgeted and administered by the president using proper administrative procedures, which shall include the advice and counsel of an advisory committee composed at least fifty percent (50%) students, except in special circumstances when a general purpose fee is instituted system-wide by the Board of Regents (BoR Minutes, June 2009). The committee shall include at least four students, who shall be appointed by the institution's student government association. Institutions and student government associations should make a concerted effort to include broad representation among the students appointed to the committee (BoR Minutes, January 2010).

Mandatory student fees shall be used exclusively to support the institution's mission to enrich the educational, institutional, and cultural experience of students (BoR Minutes, January 2010). All payments from funds supported by student mandatory fees shall be made according to approved business procedures and the appropriate business practices of the institution (BoR Minutes, 1999-2000, p. 364).

7.3.2.2 Elective Fees and Special Charges

Institution presidents are authorized to approve elective fees and special charges as outlined below; however, any fee or special charge that is required to be paid by all fulltime, undergraduate students at the institution or by all undergraduate students in a specific degree program, with the exception of specific course fees for supplementary costs, shall be approved by the Board (BoR Minutes, January 2010).

Housing Fees

Housing fees are defined as fees paid by students who elect to live in institutional residential facilities. All housing fees, except for housing fees that are proposed to support debt service and operating costs on new housing projects funded with private funds, shall be approved by the institution president in April of each year. The housing fees that support debt service shall be approved by the Board (BoR Minutes January 2010). Each institution shall notify the Chancellor annually of all institutionally-approved housing fees (BoR Minutes, February 2007; January 2010).

Food Service Fees

Food service fees are defined as fees paid by students who elect to choose an institutional food service plan. All elective food service fees and those required for residential students shall be approved by the institution president in April of each year. All food service fees that support debt service shall be approved by the Board. Each institution shall notify the Chancellor annually of all institutionally-approved food service fees (BoR Minutes, January 2010).

Other Elective Fees and Special Charges

Other elective fees and special charges are defined as those fees and charges that are paid selectively by students. These fees and charges may include, but are not limited to:

Resident hall deposits;

Penalty charges;

Non-mandatory parking fees and parking fines;

Library fines;

Laboratory fees;

Post office box rentals; and

Course fees to cover supplementary costs for specific courses, such as art materials, course packets/kits, software/videos, and special equipment (BoR Minutes, January 2010).

Institutional presidents are authorized to establish and adjust these fees, as appropriate. Prior to implementation of such fees, institutions shall be required to report to the Chancellor any establishments and adjustments made thereto under procedures established by the USG chief fiscal officer (BoR Minutes, January 2010).

Continuing Education Fees

Institutional presidents shall be authorized to establish fees for non-credit-hour courses and programs as defined in [Section 5.2 of this Policy Manual](#).

7.3.3 Tuition and Fee Payment and Deferral

All tuition and fees (mandatory and elective) are due and payable upon registration. Exceptions to the time of payment are as follows:

An institution may defer tuition and fees up to the amount authorized for a specific academic term for students whose fees are guaranteed and will be paid by an outside agency under a documented agreement with the institution.

An institution may defer tuition and fees up to the amount of the aid granted for a specified academic term for students who have an institution-administered loan or scholarship in process.

An institution may defer tuition and fees up to the limit stated in the certificate or other document for a specified academic term for foreign students who have a certificate or other acceptable documented evidence that payment will be made after a statement of charges from the student has been presented for payment.

An institution may elect to collect fees specifically for housing on an installment basis, in advance of service provided (BoR minutes Jan. 2012).

An institution filing an approved plan with the Office of Fiscal Affairs may elect to collect tuition and mandatory fees on an installment basis, in advance of services provided (BoR minutes, April 2012).

7.3.4 Out-of-State Tuition Waivers and Waiver of Mandatory Fees

7.3.4.1 Out-of-State Tuition Waivers

An institution may award out-of-state tuition differential waivers and assess in-state tuition for certain non-Georgia residents under the conditions listed below. Notwithstanding any provision in this policy, no person who is unlawfully present in the United States shall be eligible for any waiver of the tuition differential (BoR Minutes, June 2010).

Note: For the definition of residency status, see [Section 4.3 of this Policy Manual](#).

Academic Common Market

Students selected to participate in programs offered through the Academic Common Market.

International and Superior Out-of-State Students

International students and superior out-of-state students selected by the institution president or an authorized representative, provided that the number of such waivers in effect does not exceed four percent (4%) for the University of Georgia, Georgia Institute of Technology, Georgia State University, Georgia Health Sciences University, and two percent (2%) for all other institutions of the equivalent full-time students enrolled at the institution in the fall term immediately preceding the term for which the out-of-state tuition is to be waived (BoR Minutes, April 2012).

University System Employees and Dependents

Full-time USG employees, their spouses, and their dependent children.

Medical/Dental Students and Interns

Medical and dental residents and medical and dental interns at the Medical College of Georgia (BoR Minutes, 1986-87, p. 340).

Full-Time School Employees

Full-time employees in the public schools of Georgia or the Technical College System of Georgia (BoR Minutes, October 2008), their spouses, and their dependent children. Teachers employed full-time on military bases in Georgia shall also qualify for this waiver (BoR Minutes, 1988-89, p. 43).

Career Consular Officials

Career consular officers, their spouses, and their dependent children who are citizens of the foreign nation that their consular office represents and who are stationed and living in Georgia under orders of their respective governments.

Military Personnel

Military personnel, their spouses, and their dependent children stationed in or assigned to Georgia and on active duty. The waiver can be retained by the military personnel, their spouses, and their dependent children if:

The military sponsor is reassigned outside of Georgia, and the student(s) remain(s) continuously enrolled and the military sponsor remains on active military status;

The military sponsor is reassigned out-of-state and the spouse and dependent children remain in Georgia and the sponsor remains on active military duty; or,

The active military personnel and their spouse and dependent children are stationed in a state contiguous to the Georgia border and live in Georgia. (BoR Minutes, February 2009)

Research University Graduate Students

Graduate students attending the University of Georgia, the Georgia Institute of Technology, Georgia State University, and the Medical College of Georgia, which shall be authorized to waive the out-of-state tuition differential for a limited number of graduate students each year, with the understanding that the number of students at each of these institutions to whom such waivers are granted, shall not exceed the number assigned below at any one point in time:

University of Georgia	80
Georgia Institute of Technology	60
Georgia State University	80
Medical College of Georgia	20

Border County Residents

Students domiciled in an out-of-state county bordering Georgia, enrolling in a program offered at a location approved by the Board of Regents, and for which the offering institution has been granted permission to award Border County waivers (BoR Minutes, October 2008).

Georgia National Guard and U.S. Military Reservists

Active members of the Georgia National Guard, stationed or assigned to Georgia or active members of a unit of the U.S. Military Reserves based in Georgia, and their spouses and their dependent children (BoR Minutes, October 2008).

Students Enrolled in USG Institutions as Part of Competitive Economic Development Projects

Students who are certified by the Commissioner of the Georgia Department of Economic Development as being part of a competitive economic development project.

Students in Georgia-Based Corporations

Students who are employees of Georgia-based corporations or organizations that have contracted with the Board of Regents through USG institutions to provide out-of-state tuition differential waivers.

Students in ICAPP® Advantage Programs

Any student participating in an ICAPP® Advantage program.

International and Domestic Exchange Programs

Any student who enrolls in a USG institution as a participant in an international or domestic direct exchange program that provides reciprocal benefits to USG students (BoR Minutes, October 2008).

Economic Advantage

As of the first day of classes for the term, an economic advantage waiver may be granted to a U.S. citizen or U.S. legal permanent resident who is a dependent or independent student and can provide clear evidence that

the student or the student's parent, spouse, or United States court-appointed legal guardian has relocated to the State of Georgia to accept full-time, self-sustaining employment and has established domicile in the State of Georgia. Relocation to the state must be for reasons other than enrolling in an institution of higher education. For U.S. citizens or U.S. legal permanent residents, this waiver will expire twelve (12) months from the date the waiver was granted.

As of the first day of classes for the term, an economic advantage waiver may be granted to an independent non-citizen possessing a valid employment-related visa status who can provide clear evidence of having relocated to the State of Georgia to accept full-time, self-sustaining employment. Relocation to the state must be for employment reasons and not for the purpose of enrolling in an institution of higher education. These individuals would be required to show clear evidence of having taken legally permissible steps toward establishing legal permanent residence in the United States and the establishment of legal domicile in the State of Georgia. Independent non-citizen students may continue to receive this waiver as long as they maintain a valid employment-related visa status and can demonstrate continued efforts to establish U.S. legal permanent residence and legal domicile in the State of Georgia.

A dependent non-citizen student who can provide clear evidence that the student's parent, spouse, or United States court-appointed legal guardian possesses a valid employment-related visa status and can provide clear evidence of having relocated to the State of Georgia to accept full-time, self-sustaining employment is also eligible to receive this waiver. Relocation to the state must be for employment reasons and not for the purpose of enrolling in an institution of higher education. These individuals must be able to show clear evidence of having taken legally permissible steps toward establishing legal permanent residence in the United States and the establishment of legal domicile in the State of Georgia.

Non-citizen students currently receiving a waiver who are dependents of a parent, spouse, or United States court-appointed legal guardian possessing a valid employment-related visa status may continue to receive this waiver as long as they can demonstrate that their parent, spouse, or United States court-appointed legal guardian is maintaining full-time, self-sustaining employment in Georgia and is continuing efforts to pursue an adjustment of status to U.S. legal permanent resident and the establishment of legal domicile in the State of Georgia (BoR Minutes, amended October 2008.)

Recently Separated Military Service Personnel

Members of a uniformed military service of the United States who, within twelve (12) months of separation from such service, enroll in an academic program and demonstrate an intent to become domiciled in Georgia. This waiver may also be granted to their spouses and dependent children. This waiver may be granted for not more than one (1) year (BoR Minutes, June 2004, amended October 2008).

Non-Resident Students

As of the first day of classes for the term, a non-resident student can be considered for this waiver under the following conditions:

Students under 24.

If the parent, or United States court-appointed legal guardian has maintained domicile in Georgia for at least twelve (12) consecutive months and the student can provide clear and legal evidence showing the relationship to the parent or United States court-appointed legal guardian has existed for at least twelve (12) consecutive months immediately preceding the first day of classes for the term. Under Georgia code, legal guardianship must be established prior to the student's 18th birthday (BoR Minutes, October 2008, title amended February 2010); or

If the student can provide clear and legal evidence showing a familial relationship to the spouse and the spouse has maintained domicile in Georgia for at least twelve (12) consecutive months immediately preceding the first day of classes for the term (BoR Minutes, February 2010).

Students 24 and Older.

If the student can provide clear and legal evidence showing a familial relationship to the spouse and the spouse has maintained domicile in Georgia for at least twelve (12) consecutive months immediately preceding the first day of classes for the term. This waiver can remain in effect as long as the student remains continuously enrolled (BoR Minutes, October 2008, title amended February 2010).

This waiver can remain in effect as long as the student remains continuously enrolled (BoR Minutes, October 2008).

If the parent, spouse, or United States court-appointed legal guardian of a continuously enrolled non-resident student establishes domicile in another state after having maintained domicile in the State of Georgia for the required period, the non-resident student may continue to receive this waiver as long as the student remains continuously enrolled in a public postsecondary educational institution in the state, regardless of the domicile of the parent, spouse or United States court-appointed legal guardian (BoR Minutes, June 2006, amended October 2008).

Vocational Rehabilitation Waiver

Students enrolled in a USG institution based on a referral by the Vocational Rehabilitation Program of the Georgia Department of Labor (BoR Minutes, October 2008).

7.3.4.2 Waiver of Mandatory Fees

An institution may waive mandatory fees, excluding technology fees, for:

Students who reside or study at another institution.

Students enrolled in practicum experiences (e.g., student teachers) or internships located at least 50 miles from the institution.

Students enrolled in distance learning courses or programs who are not also enrolled in on-campus courses nor residing on campus. If a student is enrolled in courses from more than one institution during the same term, only the home institution will charge the approved technology fee to the student. Students who participate in distance education offerings as transient students will not be charged a technology fee by the transient institution. No separate technology fee shall be established for collaborative distance learning courses or programs.

Students enrolled at off-campus centers, except that the institution shall be authorized to charge select fees to these students for special services subject to approval by the Board of Regents.

7.3.4.3 Waiver of Mandatory Fees for U.S. Military Reserve and Georgia National Guard Combat Veterans

Eligibility

Eligible participants must be Georgia residents who are active members of the U.S. Military Reserves and/or the Georgia National Guard and were deployed overseas for active service in a location or locations designated by the U.S. Department of Defense as combat zones on or after September 11, 2001 and served for a consecutive period of one hundred and eighty-one (181) days, or who received full disability as a result of injuries received in such combat zone, or were evacuated from such combat zone due to severe injuries during any period of time while on active service. Additionally, eligible participants must meet the admissions requirements of the applicable USG institution and be accepted for admission.

Benefits

Eligible participants shall receive a waiver of all mandatory fees charged by USG institutions including, but not limited to:

Intercollegiate athletic fees;

Student health services fees;

Parking and transportation fees, where such fees are mandated for all students:

Technology fees;

Student activity fees;

Fees designated to support leases on facilities such as recreation centers, parking decks, student centers, and similar facilities; and,

Any other such mandatory fees for which all students are required to make payment.

Students receiving this waiver shall be eligible to use the services and facilities these fees are used to provide. This benefit shall not apply to housing, food service, any other elective fees, special fees, or other user fees and charges (e.g., application fees).

7.3.4.4 Partial Waiver of Mandatory Fees

An institution may, at its discretion, waive that portion of the mandatory fees not covered by ACCEL, the State of Georgia's dual admission funding program, for high-school students enrolled in a dual academic credit program at one of the USG institutions.

7.3.4.5 Partial Waiver for "Move on When Ready" Program

Institutions of the University System of Georgia shall waive that portion of the tuition and mandatory fees not covered by the per student state funds amount reimbursed by the Department of Education for high-school students enrolled in Georgia's "Move on When Ready" Program.

7.3.5 Refunds

The policy for determining refunds to be made on institutional charges and other mandatory fees at USG institutions, except for those institutions for which special refund policies have been approved by the Board of Regents, follows. For the purposes of this section, "institutional charges" are as defined in the Statutory and Regulatory Citations Section 484B of the Higher Education Act of 1965, as amended (Title IV, HEA and 34 668.22).

Tuition and fees awarded by scholarship or grant from an agency or authority of the State of Georgia on behalf of a student receiving a refund under this policy shall be reimbursed to such agency or authority.

The Chancellor is authorized and empowered to take or cause to be taken any and all such other and further action as, in the judgment of the Chancellor, may be necessary, proper, convenient or required in connection with the execution of this policy. Such authority may be further delegated to the president of the institution.

The presidents are authorized and empowered to take or cause to be taken any and all such other and further action as may be necessary, proper, convenient, or required in connection with the execution of this policy (BoR Minutes, February, 2007).

7.3.5.1 Students Withdrawing from an Institution

The refund amount for students withdrawing from an institution shall be based on a pro rata percentage determined by dividing the number of calendar days in the semester that the student completed by the total calendar days in the semester. The total calendar days in a semester includes weekends, but excludes scheduled breaks of five (5) or more days and days that a student was on an approved leave of absence.

The unearned portion shall be refunded up to the point in time that the amount earned equals sixty percent (60%). Students who withdraw from the institution when the calculated percentage of completion is greater than 60% are not entitled to a refund of any portion of institutional charges.

7.3.5.2 Death of a Student

A refund of all nonresident fees, matriculation fees, and other mandatory fees shall be made in the event of the death of a student at any time during the academic session (BoR Minutes, 1979-80, p. 61; 1986-87, pp. 24-25; 1995, p. 246).

7.3.5.3 Military Service Refunds

Subject to institutional policies, full refunds of tuition and mandatory fees and pro rata refunds of elective fees are hereby authorized for students who are:

Military reservists (including members of the National Guard) who, after having enrolled in a USG institution and paid tuition and fees, receive orders to active duty or are reassigned for temporary duty or mandatory training that prevents completion of the term; (BoR Minutes, June 2011)

Commissioned officers of the United States Public Health Service Commissioned Corps (PHSCC) who receive deployment orders in response to a public health crisis or national emergency after having enrolled in a USG institution and paid tuition and fees; (BoR Minutes, February 2010)

Active duty military personnel who, after having enrolled in a USG institution and paid fees, receive reassignment or a temporary duty assignment or a training assignment that would prevent completion of the term; (BoR Minutes, June 2011) or,

Otherwise unusually and detrimentally affected by the activation of members of the reserve components or the deployment of active duty personnel of the Armed Forces of the United States who demonstrate a need for exceptional equitable relief. (BoR Minutes, June 2011)
