

Davis Technical College

Student Financial Aid - High School Fee Waiver Policy

Effective Date: 12 March 2023

1. Purpose

- 1.1. This policy is established to ensure that a high school student with financial need is not excluded from attending a program at Davis Technical College due to the cost of fees that are charged by the program.

2. References

- 2.1. USHE Board Policy R517, Course and Program Fees
- 2.2. Student Financial Aid – Tuition Waivers and Scholarships Policy

3. Definitions

- 3.1. **Fee:** Any charge, deposit, rental, or mandatory payment required by the student's program of study, however designated, whether in the form of money or goods.
- 3.2. **Fee Waiver:** A waiver applied to fees (3.1.).
- 3.3. **Eligible Student:** A student who qualifies for a fee waiver.
- 3.4. **Eligible Program:** All programs for which Classification of Instructional Programs (CIP) Codes have been identified by the State Board of Education and affiliated school districts as qualifying for high school credit.

4. Policy

4.1. Student Eligibility

- 4.1.1. A student must qualify for a fee waiver through their high school to be considered an eligible student.

- 4.1.2. Eligible students must be enrolled in an eligible program.

4.2. Waiver Qualifications and Limitations

- 4.2.1. Eligible students will be provided with a fee waiver as outlined in the Student Financial Aid – Tuition Waivers and Scholarships Policy
- 4.2.2. Licensing and certification fees required by outside agencies are not considered institutional fees and are therefore not covered under this policy.
- 4.2.3. Student books and supplies are not eligible for waiver.

5. Procedure

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- 5.1. The student can provide documentation of the approved fee waiver for the current school year.
-or-
- 5.2. The high school's secretary, office manager or employee in similar position can send an email or other documentation to the Office of Student Financial Services to indicate that the student is on an approved fee waiver for the current school year.

6. Approval and Notes

Revised: 13 March 2023

Reviewed: 17 July 2018

Reviewed: 12 September 2012

Effective: 18 October 2011

President's Council Approval: 18 October 2011