

# **WEST VIRGINIA STATE UNIVERSITY BOARD OF GOVERNORS**

## **West Virginia State University and the West Virginia State Community & Technical College**

### **BOG Policy #25**

**Title: Awarding of Undergraduate Fee Waivers**

#### **Section 1. General**

- 1.1 Scope: This policy regards the awarding of undergraduate fee waivers.
- 1.2 Authority: West Virginia Codes §18B-10-5 and 18B-1-6.
- 1.3 Effective Date: May 25, 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 equal to five percent (5%) of the full-time equivalent undergraduate enrollment of the institution for the fall term of the immediately preceding academic year;
- 2.3 Pursuant to the statute, no student may hold an undergraduate fee waiver for more than eight (8) semesters. Twelve (12) or more semester hours attempted during a regular semester or a summer term shall be considered as one (1) semester for scholarship purposes;
- 2.4 Awards made under this program shall provide for the waiver of tuition, capital and other fees. In addition, each 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, Student Union and College Operations Fees) and/or special fees assessed to students in designated academic fields.
- 2.5 Waiver reports shall be submitted by West Virginia State in accordance with the following general provisions:
  - 2.5.1 West Virginia State University and West Virginia State Community & Technical College will submit a summary report prior to June 15 of each year. This report will list all waiver awards for the entire academic year and will be presented to the Board of Governors as a matter of information;

2.5.2 Each award recipient should be listed and a permanent hometown address provided. Both new and renewal recipients must be included;

2.5.3 Each waiver recipient should be listed within the single category which reflects the primary reason a fee waiver was awarded.

2.6 WVSU and WVSCTC shall give priority consideration in the awarding of undergraduate fee waivers to students who are West Virginia residents. A reasonable opportunity will be provided for employees to utilize these awards;

2.7 In view of the substantial alternative student aid resources available for students with demonstrated financial need and the shortage of merit scholarships available at the public institutions, it is recognized that each institution may choose to award a substantial portion of its tuition and fee waivers to students who possess various kinds of special abilities and aptitudes. However, in instances where there are more financially needy applicants than can be assisted through the available need-based student aid programs, each institution shall give strong consideration in the awarding of scholarships to students with demonstrated financial need;

2.8 In accordance with Chapter 18B, Article 10, Section 7 of the West Virginia Code, WVSU and WVSCTC 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. Each 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 may 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.