



RESOLUTION

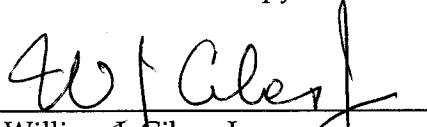
concerning

FEE SCHEDULE AND REFUND POLICY

April 4, 2002

- WHEREAS, Pursuant to the provisions of Section 10a-99 of the Connecticut General Statutes, "...the Board of Trustees of the Connecticut State University System shall fix fees for tuition and shall fix fees for such other purposes as the board deems necessary at the university, and may make refunds of the same," and
- WHEREAS, As part of its Ed.D. program, Southern Connecticut State University will be offering a Professional Seminar in the summer, and
- WHEREAS, The Professional Seminar is an intensive laboratory leadership assessment seminar, where 40 percent of the assessment is done in the first class and 10 percent of the assessment is done between the first and second class, and
- WHEREAS, There is an upfront monetary outlay made by the university for each student who enrolls in the Professional Seminar, and
- WHEREAS, Because of the intensity of the first class session, it would not be possible for students to join after the first session, and
- WHEREAS, A refund policy for this Professional Seminar needs to recognize this sunk cost and the intensity of the first session, therefore be it
- RESOLVED, That the Fee Schedule and Refund Policy set forth in the attachment to this resolution is effective for Academic Year 2002-03, and be it further
- RESOLVED, That Board Resolution 2001-83 is rescinded.

A Certified True Copy:



William J. Cibes, Jr.
Chancellor

ITEM

Fee Schedule and Refund Policy

BACKGROUND

The Board of Trustees pursuant to the provisions of Section 10a-99 of the Connecticut General Statutes, "...shall fix fees for tuition and shall fix fees for such other purposes as the board deems necessary at the university, and may make refunds of the same."

ANALYSIS

As the cornerstone of its Ed.D. program, Southern Connecticut State University (SCSU) requires that prospective students attend a Professional Seminar, which is made up of four full-day class sessions offered in the summer, and is four weeks in length in total. This Seminar must be taken by prospective Ed.D. candidates in order to be considered for the Doctoral program. The seminar is an intensive laboratory leadership assessment seminar designed to provide participants with in-depth analysis of leadership skills and potential effectiveness. A student would be unable to join the class after the first session due to the fact that 40 percent of the assessment is done in the first class, and another 10 percent is done between the first class and the second class within a computer laboratory setting. SCSU is making an upfront monetary outlay of \$50 for each student. This action proposes a refund policy for the Professional Seminar which recognizes the upfront monetary outlay made by the university, and the fact that since 40 percent of the assessment is attained in the first meeting, if a student drops out after the first class meeting the vacated spot will not be filled. Consequently, the proposed refund policy states that 75% of the fee will be refunded within 24 hours of the first class meeting, with no refund thereafter. There are no other proposed changes to the existing refund policy.

This policy has been discussed with various university constituencies and takes into consideration their views.

CHANCELLOR'S RECOMMENDATION

The proposed Student Fee Schedule and Refund Policy be approved.