



# STATE OF CONNECTICUT

BOARD OF TRUSTEES

FOR THE STATE COLLEGES

1280 ASYLUM AVENUE HARTFORD, CONNECTICUT 06105

*Rescinded*

See 77-3

• 77-71

## RESOLUTION

concerning

Fee Schedule and Refund Policy

April 5, 1974

RESOLVED, that the Board of Trustees amend its "Fee Schedule and Refund Policy," adopted on December 8, 1972, approving the changes in dates as noted in the attached copy, said changes to be effective for the Fall semester, 1974.

SCHEDULE OF FEE PAYMENTS

New Students - General Fund

<u>FEE</u>	<u>TIME DUE</u>	<u>REFUND POLICY*</u>
Application \$10	Upon Application	Non-refundable
Admissions Binder \$75 (Applied to State College Fee)	15 days after invoicing**	Non-refundable
Balance of tuition and fees	1st Semester (Fall) August 15  2nd Semester (Spring) 7 days before the begin- ning of the second aca- demic semester	Upon withdrawal from college, 100% of balance will be refunded prior to 1st day of classes; 80% of balance except for student insurance fee for first two weeks of semester; 50% of balance except for student insurance for the next five weeks of the semester; no refund after seventh week.
Housing Deposit \$100	15 days after invoicing	Non-refundable
Balance of Housing Fee	1st Semester (Fall) August 15  2nd Semester (Spring) 7 days before the begin- ning of the second aca- demic semester	Upon withdrawal from college, 100% of balance will be refunded prior to 1st day of classes; 80% of balance for 1st two weeks of semester; 50% of balance for next five weeks of semester; no refund after seventh week.
Board Fee	1st Semester (Fall) August 15  2nd Semester (Spring) 7 days before the begin- ning of the second aca- demic semester	Refundable upon withdrawal from college on a prorated basis. Full weeks will be used to prorate.

\* All refunds to be automatic upon formal withdrawal from school

\*\*No admissions acceptances will be sent until after February 1

Returning Students - General Fund

<u>FEE</u>	<u>TIME DUE</u>	<u>REFUND POLICY</u>
Re-enrollment Binder \$75 (Applied to State College Fee)	July 1 (Fall) Nov. 15 (Spring)	Non-refundable

(over)

SCHEDULE OF FEE PAYMENTS

Returning Students - General Fund (Continued)

<u>FEE</u>	<u>TIME DUE</u>	<u>REFUND POLICY*</u>
Balance of tuition and fees	1st Semester (Fall) August 15	Upon withdrawal from college, 100% of balance will be refunded prior to 1st day of classes; 80% of balance except for student insurance fee for first two weeks of semester; 50% of balance except for student insurance for the next five weeks of semester; no refund after seventh week.
	2nd Semester (Spring) 7 days before the begin- ning of the second aca- demic semester	
Housing Deposit	July 1 (Fall) Nov. 15 (Spring)	Non-refundable
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	2nd Semester (Spring) 7 days before the begin- ning of the second aca- demic semester	

\*All refunds to be automatic upon formal withdrawal from school

EXTENSION AND SUMMER COURSES

Whereas extension and summer courses vary in schedule, differ in length and begin at varying times of the year, refund of tuition for such courses shall be determined at the respective campuses by the Presidents in a manner consistent with the above regulations.

CO/sar  
4/15/74



# STATE OF CONNECTICUT

BOARD OF TRUSTEES

FOR THE STATE COLLEGES

1280 ASYLUM AVENUE HARTFORD, CONNECTICUT 06105

February 22, 1974

Miss Susan Chaffee  
Chairperson  
Student Advisory Board  
Central Connecticut State College  
1615 Stanley Street  
New Britain, Connecticut

Dear Miss Chaffee:

It is expected that the Planning Committee will recommend the attached adjustment to the fee schedule at the March 1, 1974 meeting of the Board of Trustees. You will note that the deadline for payments of tuition and fees will be moved up two weeks.

Committee members felt that the Student Advisory Board should have an opportunity to react to this proposal. If you have any questions, please call me or Dr. Clinton Ritchie.

Sincerely,

JAF.gch  
enc.

James A. Frost  
Executive Secretary

cc: Miss Wendy Collins

April 17, 1974

TO THE PRESIDENTS: Dr. Haas  
Dr. James  
Dr. Jennings  
Dr. Webb

Enclosed please find a copy of the resolution concerning "Fee Schedule and Refund Policy" adopted by the Board of Trustees at its regular monthly meeting on April 5, 1974.

Yours very truly,

James A. Frost  
Executive Secretary

JAF:sar

Enclosure

cc: Administrative Officers

# Student Advisory Board

Board of Trustees      Connecticut State Colleges

March 21, 1974

Dr. John F. Robinson, Vice Chairman  
The Robinson School  
17 Highland St.  
West Hartford, Ct. 06169

Dear Dr. Robinson:

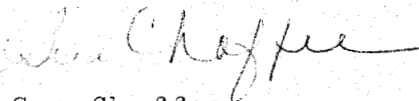
I am writing this letter to give you the Student Advisory Board's position on the fee schedule resolution. We are very much opposed to the advancement of the fee schedule as suggested by the Planning Committee. However, we do fully understand the administrative difficulties that are present when the tuition, housing, and board bills are due on the first day of each academic semester. We feel, however, that it would be feasible to have the fees for the fall semester be due August 15th as suggested. This would be acceptable as a compromise by us. We feel that because most of the students would be working during the summer, they would be able to earn their college money to meet that deadline.

However, we are opposed to having the college fees due by December 31. We feel that it will be a great financial burden for many students to earn this money by this deadline. Ordinarily, many students utilize the five weeks during the Christmas vacation to earn money to pay for their college expenses.

In as much as fewer than 10% of the student body are granted admission to the state colleges in the spring semester and the attrition rate is also less than 10%, the basic enrollment figure for the state colleges remains the same. This, therefore, means that the business offices can be prepared to receive payments in a more organized manner in the spring semester than in the fall semester.

The Student Advisory Board, therefore, suggests to the Board of Trustees to review our recommendation carefully and to consider its institution.

Sincerely,

  
Sue Chaffee,  
Chairperson  
S.A.B.

CC: Mrs. Bernice Niejadlik  
Dr. James Frost  
Dr. Clinton Ritchie

February 22, 1974

Miss Susan Chaffee  
Chairperson  
Student Advisory Board  
Central Connecticut State College  
1619 Stanley Street  
New Britain, Connecticut

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Sincerely,

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James A. Frost  
Executive Secretary

cc: Miss Wendy Collins

## INTERDEPARTMENT MAIL

DATE

Feb. 13, 1974

TO

Dr. Manson Van B. Jennings

DEPARTMENT

President, SCSC

FROM

Paul F. Löwe

DEPARTMENT

Vice President for Admin. Affairs, SCSC

SUBJECT

Payment Schedule for Tuition and Fees

At a recent meeting of the Vice Presidents and Deans of Administrative Affairs, the subject of the existing time schedule for payment of tuition and fees was discussed as requested by the Presidents.

Following our discussion, it is recommended that the "Resolution concerning Fee Schedule and Refund Policy" adopted by the Board of Trustees on December 8, 1972, be amended as shown on the attached copy of the resolution.

After more than a year of experience working under the present policies, the following reasons indicate the need for a change from the present late date for final payment (first day of academic semester) to an earlier date:

1. The large volume of payments which are received on the later date, coinciding with payments processed for the Extension Fund, have made it not possible to process and deposit funds received in time to meet the statutory requirements for deposit of funds received;
2. The same coincidence of the present payment date with Extension Fund registration overloads present personnel resources in the business offices;
3. The excessive requirements upon office staff have caused resentment and even refusal to work the necessary overtime hours;
4. The late payment date does not allow time to give accurate information concerning students who have paid fees to the Records and Housing Offices, and to the Food Service Vendor; and,
5. There is not a sufficient time interval to attempt to enroll additional students to meet enrollment quotas, or to fill dormitory rooms for students who paid deposits but then did not pay the balance of fees to enroll.

In view of the above reasons, it is recommended that the change be approved in time to be made effective for the Fall Semester of 1974 if possible.

**RECEIVED**

FEB 15 1974

**BOARD OF TRUSTEES  
FOR THE STATE COLLEGES**PFL/p  
Att.*Paul F. Löwe*





STATE OF CONNECTICUT

BOARD OF TRUSTEES

FOR THE STATE COLLEGES

1280 ASYLUM AVENUE HARTFORD, CONNECTICUT 06105

RESOLUTION

concerning

Fee Schedule and Refund Policy

December 8, 1972

RESOLVED, that the Board of Trustees rescinds the "Regulations Covering the Refund of Tuition and Fees" adopted on November 5, 1971 and approves the attached regulations governing such refunds, to be effective spring semester, 1973.

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SCHEDULE OF FEE PAYMENTS

New Students - General Fund

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Returning Students - General Fund (Continued)

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