

## NEW PROPOSED POLICY

Upon recommendation by the College President, tuition and fees shall be set annually by the Board and shall be published in the College District catalog and other appropriate publications.

### WAIVERS

The College District shall publish in the College District catalog and other appropriate publications:

1. The tuition and fee waivers the College District is required by law to grant; and
2. Any legally authorized tuition and fee waiver adopted by the Board.

### COLLECTION OF TUITION AND FEES

The Board may adopt an installment payment plan in accordance with state law.

#### INSTALLMENT PAYMENTS COLLECTION PROCEDURES

The College President is authorized to develop procedures for the collection of tuition and fees.

### REFUND POLICY

The College District shall refund tuition and fees for courses from which the students drop or withdraw in accordance with law and related provisions adopted by the Board and published in the College District catalog and in any other appropriate College District publication. Tuition and fees paid directly to the institution by a sponsor, donor, or scholarship shall be refunded to the source rather than directly to the student.

### RESIDENCE REQUIREMENTS

To be considered a Texas resident, students shall clearly establish residence in Texas for the 12 months preceding their enrollment. Documentation of Texas residency may be required.

An in-county student is an individual who is a resident of Texas and who resides in Collin County at the time of registration.

An out-of-county student is a resident of Texas and who resides outside Collin County at the time of registration.

An out-of-state student is an individual who has not resided in Texas for 12 months preceding registration or whose permanent resident card is less than 12 months old. Most students on temporary visas shall also be classified as nonresidents for tuition purposes.

Documentation requirements to determine residence are published in the College District's catalog.