

GRCC Tuition and Fees

I. Policy Section

10.0 Tuition, Fees, Scholarships and Loans

II. Policy Subsection

10.1 Tuition and Fees

III. Policy Statement

1. Community colleges in the State of Michigan receive general operating revenues from three primary sources: State Aid appropriated by the Michigan legislature, local property taxes assessed against property within the district of the community college, and tuition paid by persons attending the community college to receive academic credit. In conformance with State law, Grand Rapids Community College will assess a per contact hour tuition to students attending the College and participating in credit based classes.
2. The Board of Trustees shall establish three tuition rates. There will be one rate each for resident, non-resident, and out-of-state students. The rate charged an individual student will depend on the legal residence of that student. The College defines the legal residence (domicile) of the student as the permanent, primary residence where a person intends to return whenever absent from college. Resident tuition will apply to a student whose legal residence is within the tax district of the College. Non-resident rates will apply to students whose legal residence is within the State of Michigan but outside of the College's tax district. Out-of-State tuition will apply to students whose legal residence is outside of the State of Michigan.
3. When tuition is paid by a business, agency or other institution or organization, tuition will still be assessed as above, and not on the basis of the paying organizations location.
4. Participant rates charged for community service credit activities shall be based on current tuition rates.
5. Based on the recommendation of the President, the Board of Trustees shall consider adopting tuition and fees to be assessed. The fees shall be for activities and services rendered by the College which are not covered by the payment of tuition. These fees may include but are not limited to:

Career Counseling Fee
Student Records Fee
Special Course/Lab Fees

Application Fee
Technology Fee
Dental Clinic Fee

Locker Fee
Pre-School Fee
Health Club Fee

Tuition

No student will be admitted to classes unless all tuition and fees have been paid. Exceptions will be made only in such instances where necessary arrangements have been made with the Assistant Director of the Cashier's Office.

For payment of tuition and fees, the College will accept cash, check and credit card (Master Card/Visa/American Express/Discover Card).

Residency Definitions

Legal Residence

The permanent, primary residence where a person intends to return whenever absent from college.

Resident Status

- A student who has been a legal resident of the Kent Intermediate School District (KISD) for at least six consecutive months.
OR
- A student who lives with his/her family and the family has purchased and will live in a home within the boundaries of the KISD.

Non-Resident Status

- A student who has been a legal resident of the state of Michigan but does not meet the definition of Resident Status.

Out of State Status

- A student who does not meet the definitions of Resident or Non-Resident Status.
OR
- A student who is not a United States citizen and who does not have permanent entry (for example, a Student Visa, Au Pair).

Residency Review

Students who believe their residency status has changed or is incorrect may request a review of their records by submitting a Residency Review Form to the GRCC Cashier's Office along with acceptable documentation. A Residency Review Form can be obtained online at www.grcc.edu or in the Cashier's Office, room 154 Main.

The Residency Review Form must be received in the Cashier's Office prior to the start date of the semester for which the change is being requested. **Requests received after the semester start date will be considered for the following semester and will not be considered for previous semesters.**

Acceptable Documentation

The College will accept as proof of legal residency a valid driver's license or State of Michigan ID with a dated change of address affixed to the back (if applicable), plus one of the following:

1. A dated voter registration card
2. A dated lease agreement
3. Proof of purchase (copy of Buy-Sell Agreement) of home for residence within the KISD
4. Utility bills with the student's name and address for each of the six months and dated not less than six months
5. Verifiable rent receipts. If rent receipts are not available, a notarized letter from the landlord will be accepted. Verifiable rent receipts must contain all the following information:
 - a. The address of the property being rented.
 - b. The dates of each payment.
 - c. Signature, address, and phone number of the landlord.

In all cases, the date of the change must be six months prior to the start date of the semester for which the change is being requested.

Property Tax Credit

If a non-resident student, or the parents with whom he or she lives, owns property within the Kent Intermediate School District, he or she may receive tuition credit up to the amount of Community College tax paid by not more than the cost of resident tuition. Students must provide the Cashier's Office with a current copy of PAID SUMMER tax receipts.

Property tax credits will be processed for property owned by an individual or a sole proprietorship. Credits will not be given for property owned by a corporation or partnership.

Residency Audit

Grand Rapids Community College will regularly perform verification of residency information. Students who have misrepresented information or have falsified documents will be subject to disciplinary action.

IV. Reason for Policy

To ensure an understanding of how Tuition and Fees are charged.

V. Entities Affected by This Policy

All Students

VI. Who Should Read This Policy

All Staff
All Students
All Prospective Students

VII. Related Documents

VIII. Contacts

Assistant Director of Cashier's Office
Cashier's Office Manager
Executive Director of Student Financial Services

IX. Definitions

The College defines the legal residence (domicile) of the student as the permanent, primary residence where a person intends to return whenever absent from college.

X. Procedures

XI. Forms

XII. Effective Date

February 20, 1995

XIII. Policy History

Revised January, 2008 – Effective for the Fall 2008 Semester

XIV. Next Review/Revision Date

To be determined