6C-7.002 Fee Assessment and Remittance.

(1) The Matriculation Fee, Non-Resident Fee, Application Fee, 50 percent of the Late Payment Fee, and 50 percent of the Late Registration Fee shall be remitted to the appropriated Student Fee Trust Funds.

(2) The Building Fee and Capital Improvements Fee shall be remitted to the appropriate fund in the Office of the Board of Regents and utilized as provided in Section 18, Chapter 94-292, Laws of Florida, and Section 240.531, Florida Statutes.

(3) Student Financial Aid Fees – The Student Financial Aid fees shall be remitted to the appropriate fund at the university. Each university may use up to 15 percent of the fees collected to pay for administrative costs associated with administration of financial aid programs.

(4) Independent and/or external degree programs – All independent and/or external degree programs must be approved by the Board of Regents. Any credit instruction undertaken through such programs shall be charged and funds remitted in the same manner as other credit instruction.

(5) Course Classification – Resident and Non-Resident tuition shall be assessed on the basis of course classification: courses numbered through 4999 shall be assessed at the undergraduate level, courses numbered 5000-8999 shall be assessed at the graduate level, and those courses identified by the University of Florida and the University of South Florida as medical shall be assessed as outlined in paragraph 6C-7.001(4)(b), F.A.C.

(6) Each university shall establish by rule, procedures for the payment of tuition. Such rules shall provide that a student’s course schedule is cancelled if payment, or appropriate arrangements for payment, has not occurred by the deadline set by each university, which shall be no later than the end of the second week of classes. Provision for reinstatement of cancelled course schedules may be included. The president, or the president’s designee, may extend the deadline for fee payment when payment by the student is delayed due to university actions. However, the president may choose to temporarily suspend further academic progress in lieu of cancelling a student’s course schedule in those cases where the student has partially paid tuition and the university guarantees full payment from an authorized and existing fund before the submission of the final student data course file or the end of the semester, whichever is later; otherwise, the student credit hours shall not be counted for state funding purposes. Suspension of academic progress shall preclude students from receiving grades, transcripts, or a diploma and shall deny registration for future terms until the student’s account has been settled in full.

(7) All or any part of the tuition may be waived by the university when deemed appropriate provided that provisions for such waiver are included in Florida Statutes or the rules of the Board of Regents.

(8) Installment Payments – The university president may establish a procedure for the payment of tuition in installments. Such procedure shall require the payment of at least 50 percent of the tuition liability by the end of the tuition payment deadline set by each university and the remaining tuition shall be paid no later than the beginning of the second half of the academic term. Such procedure may include a fee of $10.00 which shall be deposited into the appropriated Student Fee Trust Funds, as required by Section 240.235(6), Florida Statutes.

(9) Tuition Refund/Release of Liability – Each university shall establish, by rule, procedures for the refund or release of liability of tuition assessed and paid pursuant to this Rule. As a minimum, such rule shall provide for the refund/charge adjustment of the following:

(a) Refund 100 percent of the tuition assessed, adjusted for waivers, if official withdrawal from the university occurs prior to the end of drop/add period.

(b) Refund 25 percent of the tuition assessed, adjusted for waivers, if official withdrawal from the university occurs prior to the end of the fourth week of classes, or as designated by the university for summer sessions.

(c) 100% refund of the tuition assessed, adjusted for waivers, if a student withdraws or drops one or more credit courses due to circumstances determined by the university to be exceptional and beyond the control of the student, including but not limited to:

1. Illness of a student of such severity or duration, as confirmed in writing by a physician, to preclude completion of the course(s).

2. Death of the student or death in the immediate family (parent, stepparents, spouse, child, sibling, or grandparents).

3. Involuntary call to active military duty, or

4. A situation in which the university is in error. The amount of a payment in excess of the adjusted assessment will be refunded.

(10) A written appeal for a refund or other appeal action must be submitted to the university within six (6) months of the close of the semester to which the refund or other appeal action is applicable.
Specific Authority 240.209(1), (3)(e) FS. Law Implemented 240.209(1), (3)(e), 240.227(20), 240.233(1)(b), 240.235(7), 240.2805, 240.291, 240.531 FS. History–Adopted 4-8-74, Amended 7-19-74, Amended and Renumbered 12-17-74, Amended 6-26-75, 2-28-76, 11-1-76, 3-21-77, 9-28-81, 12-13-83, 10-2-84, Formerly 6C-7.02, Amended 4-9-87, 9-15-91, 11-9-92, 8-1-94, 10-2-94, 5-17-95, 4-16-96, 12-28-97, 8-3-00.