

**FLORIDA A&M UNIVERSITY BOARD OF TRUSTEES**



**NOTICE OF PROPOSED AMENDED REGULATION**

**DATE:** December 2, 2021

**REGULATION CHAPTER NO.:** Chapter 3

**REGULATION CHAPTER TITLE:** Administration

**REGULATION TITLE AND NUMBER:** Waiver of Tuition and Fees (3.020)

**SUMMARY OF REGULATION:** The amendment to this regulation establishes the authority for the Board of Trustees to waive tuition, non-resident tuition and associated fees for purposes that support and enhance the mission of the university in accordance with Board of Governors Regulations.

**AUTHORITY FOR REGULATION:** Section 7(d), Art. IX, Florida Constitution; Board of Governors Regulation Development Procedure dated July 21, 2005; Board of Governors Resolution 1-7-03, Board of Governors Regulations 1.001, 7.001, 7.008 and 7.015, Sections 112.191, 112.1915, 250.10, 1009.24, 1009.26, and 1009.265 Florida Statutes.

**UNIVERSITY OFFICIAL INITIATING THIS REGULATION:** W. Rebecca Brown, Interim Chief Financial Officer and Vice President for Administrative and Financial Services.

**PROCEDURE FOR COMMENTS:** Written comments concerning this proposed regulation shall be submitted within 14 days of the date of this notice to the person identified below. The comments must specifically identify the regulation you are commenting on.

**THE PERSON TO BE CONTACTED REGARDING THE PROPOSED REGULATION IS:** W. Rebecca Brown, Interim Chief Financial Officer and Vice President for Administrative and Financial Services, 1700 Lee Hall Drive, Suite 211, Tallahassee, Florida 32307-3100, (850) 5993211 (phone), (850) 599-3848(fax), [teresa.hardee@famuedu](mailto:teresa.hardee@famuedu).

**FULL TEXT OF THE PROPOSED REGULATION:** The full text of this new regulation follows:

## Florida A&M University Regulation



### 3.020 Waiver of Tuition and Fees.

(1) The Florida A&M University Board of Trustees (University) is authorized to waive tuition, non-resident tuition and associated fees for purposes that support and enhance the mission of the university. Pursuant to Board of Governors Regulations, the University is authorized to waive the following tuition, non-resident tuition and associated fees as follows:

(2) Sponsored Credit Institutes and Programs – The University is authorized to waive tuition, associated fees and material and supply fees for participants in sponsored credit institutes and programs.

(a) Sponsored credit institutes and programs are entities where substantially all the direct costs are paid by the external sponsoring entity, where there is no direct expenditure of Educational and General funds for the conduct of the programs, and where no fees or other assessments are collected from students by the sponsoring entity, the university, or any other entity.

(b) In determining whether the direct costs are paid by the sponsoring entity, funds paid directly to the participants in a form such as, but not limited to, stipends, travel, or book allowances should not be taken into account. “Direct costs” refer to the costs associated with the instruction or training which a participant receives. All funds collected from sponsored credit institutes will be remitted to the university’s contract and grants trust fund and/or auxiliary trust funds.

(c) Funds collected from courses offered through continuing education should be budgeted in the Auxiliary Trust Fund,

(d) Neither the number of participants nor student credit hours in these institutes and programs may be counted for state-funding purposes.

(3) Deceased Law Enforcement, Correctional, or Correctional Probation Officers Employed by the State or Political Subdivision thereof – The University shall waive certain educational expenses that the child or spouse of the deceased officer incurs while obtaining an undergraduate education or a postgraduate education if a law enforcement, correctional, correctional probation officer is accidentally killed or receives accidental bodily injury which results in the loss of the officer’s life while engaged in the performance of the officer’s law enforcement duties on or after June 22, 1990, or is unlawfully and intentionally killed or dies as a result of such unlawful and intentional act on or after July 1, 1980, while the officer was employed by a political subdivision of the state.

(a) The amount waived by the university shall be an amount equal to the cost of tuition and associated fees for a total of 120 credit hours. The child or spouse may

attend on either a full-time or part-time basis. The benefits provided to a child under this section shall continue until the child's 25<sup>th</sup> birthday. The benefits provided to spouse under this subsection must commence within five (5) years after the death occurs, and entitlement thereto shall continue until the 10<sup>th</sup> anniversary of that death.

(b) Upon failure of any child or spouse benefited by the provisions of this subsection to comply with the ordinary and minimum requirements of the institution attended, both as to discipline and scholarship; the benefits shall be withdrawn as to the child or spouse and no further moneys may be expended for the child's or spouse's benefits so long as such failure or delinquency continues.

(c) Only a student in good standing at the university may receive benefits.

(d) A child or spouse receiving benefits under this subsection must be enrolled according to the customary rules and requirements of the university.

(4) Deceased Firefighters Employed by the State or a Political Subdivision thereof – The University shall waive certain educational expenses that the child or spouse of the deceased firefighter incurs while obtaining an undergraduate education or a postgraduate education if a firefighter is accidentally killed or receives accidental bodily injury which results in the loss of firefighter's life while engaged in the performance of the firefighter's duties on or after June 22, 1990, or is unlawfully and intentionally killed or dies as a result of such unlawful and intentional act on or after July 1, 1980, while the firefighter was employed by a political subdivision of the state.

(a) The amount waived by the university shall be an amount equal to the cost of tuition and associated fees for a total of 120 credit hours. The child or spouse may attend on either a full-time or part-time basis. The benefits provided to a child under this section shall continue until the child's 25<sup>th</sup> birthday. The benefits provided to spouse under this subsection must commence within five (5) years after the death occurs, and entitlement thereto shall continue until the 10<sup>th</sup> anniversary of that death.

(b) Upon failure of any child or spouse benefited by the provisions of this subsection to comply with the ordinary and minimum requirements of the university, both as to discipline and scholarship; the benefits shall be withdrawn as to the child or spouse and no further moneys may be expended for the child's or spouse's benefits so long as such failure or delinquency continues.

(c) Only a student in good standing at the university may receive benefits.

(d) A child or spouse receiving benefits under this subsection must be enrolled according to the customary rules and requirements of the university.

(5) Acceleration – The University shall waive tuition and associated fees for students who earn credit in courses towards both a Florida high school diploma and an associate or baccalaureate degree, or students enrolled in a dual enrollment or early admission program.

(6) Florida department of Children and Family Service Adoptions – The University shall waive tuition and associated fees for any student who is or was at the time he or she reached the age of 18 in the custody of the Department of the Department of Children and Family Services or a relative under s. 39.5085; who was adopted from the Department of Children and Family Services after May 5, 1997; or was placed in a guardianship by a court after

spending at least six (6) months in the custody of the Department after reaching 16 years of age. Additionally, material and supply fees and fees associated with enrollment in career-preparatory communication and computation skills testing programs shall be waived. Any student requesting such a waiver must provide certification of eligibility from the Department of Children and Family Services to the university. This waiver shall remain valid up until the time the student reaches the age of 23, and shall be limited to undergraduate degree programs, and shall not exceed 120 credit hours.

(7) School Psychology Training Program - The University shall waive tuition and associated fees for internship credit hours applicable to an internship in the public school system under the supervision of the Florida Department of Education certified school psychologist employed by the school system for any graduate student.

(8) Florida National Guard – Certain members of the active Florida National Guard pursuant to Board of Governors Regulations 7.015.

(9) Florida Linkage Institutes – The University shall exempt from non-resident tuition and non-resident financial aid fee up to 25 full-time equivalent students per year enrolled through the Florida Linkage Institutes Program.

(10) Deceased Teacher or School Administrator Employed by a Florida District School Board – The University shall waive certain educational expenses that the child of the deceased teacher or school administrator incurs while obtaining an undergraduate education or a postgraduate education if the teacher or school administrator is killed or is injured and dies as a result of an unlawful and intentional act, provided such killing or injury inflicted by another person and the motivation for the act is related in whole or part to the fact that the individual is a teacher or school administrator, or such act is inflicted while he or she is engaged in the performance of teaching duties or school administration duties while employed by a Florida district school board. The amount waived by the university shall be an amount equal to the cost of tuition and associated fees for a total of 120 credit hours at a university. The child may attend on either a full time or part-time basis. The benefits provided under this paragraph shall continue until the child's 25<sup>th</sup> birthday.

(11) Homeless – The University shall waive tuition and associated fees for a total of 120 credit hours for any student who lacks a fixed, regular, and adequate nighttime residence or whose primary nighttime residence is a public or private shelter designed to provide temporary residence for individuals intended to be institutionalized, or a public or private place not designed for, or ordinarily used as, a regular sleeping accommodation for human beings.

(12) Purple Heart Recipients – The University shall waive undergraduate tuition and associated fees for each recipient of a Purple Heart, or another combat decoration superior in precedence which was awarded for valor, and who:

- (a) Is enrolled as a full-time, part-time, or summer-school student in an undergraduate program that terminates in a degree or certificate;

(b) Is currently, and was at the time of the military action that resulted in the awarding of the Purple Heart or other combat decoration superior in precedence, a resident of this state; and

(c) Submits to the university the DD-214 form issued at the time of separation from service as documentation that the student has received a Purple Heart or another combat decoration superior in precedence. In situations where admissions or financial aid application deadlines preclude providing a DD-214 in time to meet such a deadline, the official (service specific) transmitting correspondence that would normally accompany such an award to a previously discharged service member would suffice until an updated DD-214 could be obtained and presented to the university. However, the updated DD-214 must be submitted to the university by the start of the student's next term of enrollment for continued eligibility for the waiver. In situations where a service member is on active duty and has not been issued a DD-214, the official (service specific) transmitting correspondence that would normally accompany such an award or a certification of the appropriate combat award by the service specific administrative record holder [e.g. Adjutant, G-1 (general staff officer – personnel) or JAG (Judge Advocate General)] would meet the documentation requirement.

(d) A waiver for a Purple Heart recipient or recipient of another combat decoration superior in precedence shall be applicable for 110 percent of the number of required credit hours of the degree or certificate program for which the student is enrolled. This waiver is considered "countable aid" for student financial aid purposes. Therefore, if this waiver is administered by an office other than the university financial aid office, university officials must notify the Director of Financial Aid that a student has qualified for the waiver. The waiver covers only tuition and fees associated with credit hour instruction provided directly by the university and does not include any additional fees that may be charged for specialized programs or by external organizations. This includes, but is not limited to, flight school, study abroad travel and living expenses and courses taken elsewhere as a transient student.

(13) State Employees – The University shall waive tuition and associated fees for up to six (6) credit hours per term on a space available basis for state employees.

(14) University Employees – The University may allow full-time university employees to enroll up to six (6) credit hours of tuition-free courses per term on a space available basis.

(15) Florida residents 60 years or older – The University may waive any or all application, tuition, and associated fees for persons 60 years of age or older who are residents of this state and who enroll to audit courses being offered for college credit. No academic credit shall be awarded for attendance in classes for which fees are waived under this subsection. This privilege may be granted only on a space-available basis, if such classes are not filled as of the close of registration. The university may limit or deny the privilege for courses which are in programs for which the Board of Governors has established selective admissions criteria. Persons paying full fees and state employees taking courses on a space-available

basis shall have priority over those persons whose fees are waived in all cases where classroom spaces are limited.

(16) Intern Supervisors – Person who supervise interns for the university may be given one non-transferable certificate (fee waiver) for each full academic term during which the person serves as an intern supervisor. This certificate shall provide for waiver of basic fee (as defined in Board of Governors Regulation 7.001).

(a) Certificate holders are entitled to a waiver of tuition for a maximum of six (6) hours credit instruction (including credit through continuing education) during a single term.

(b) Certificates shall be valid for three years from the date of issuance.

(c) The following persons may be identified by the university as eligible to receive Intern Participation Certificates:

1. Persons who engage in the direct supervision of at least one university intern for 300 contact hours, which may be accumulated over multiple semesters, provided at least 100 contact hours of direct supervision is provided per semester.

(d) To be eligible for a Certificate, the internship program must be an essential part of the course of instruction and must be required as part of the degree.

(e) The university shall develop procedures and policies to govern the issuance, distribution, security, and redemption of certificates.

(f) The university shall maintain accurate data on Intern Participation Certificates and annually submit a report of certificate activity to the Board of Governors according to a prescribed format.

(17) Non-resident students – Non-resident students who are non-degree seeking may be entitled to a waiver of the out-of-state fee if the credit hours generated by such students are non-state fundable and the cost for the program of study is recovered from the fees charged to all students.

(18) Admissions Deposit – The University must adopt policies that provide for the waiver of this deposit on the basis of financial hardship.

(19) Wrongfully Incarcerated – The University shall waive tuition and associated fees for up to 120 hours of instruction if the wrongfully incarcerated person meets and maintains the regular admission requirement of the university; remains registered and makes satisfactory academic progress as defined by the university. A wrongfully incarcerated person is someone who has had a felony conviction and sentence vacated by a court and the original sentencing court has issued its order finding that the person neither committed the act, nor did not aid, abet or act as an accomplice or accessory to the act or offense.

(20) Veterans – The University shall waive out-of-state fees for honorably discharged veterans of the United States Armed and Reserve Forces (Air Force, Army, Coast Guard, Marines, and Navy) and the National Guard (Army and Air) who physically reside in Florida while enrolled at a university.

Persons who are entitled to and uses educational assistance provided by the United States Department of Veterans Affairs also qualify for this waiver if they physically reside in Florida while enrolled at the university in any term beginning after July 1, 2015. Tuition and fees charged to a veteran or person who qualifies for the out-of-state fee waiver under this subsection may not exceed the tuition and fees charged a resident student enrolled in the same course.

(21) Active Duty – The University shall waive out-of-state fees for a person who is an active duty member of the Armed Forces of the United States residing or stationed outside of the state. Tuition and fees charged to a student who qualifies for the out-of-state fee waiver may not exceed the tuition and fees charged to a resident student.

(22) Veterans, Active Duty, Spouses and Dependents – The University shall waive the transcript fee for a person who is an active duty member or an honorably discharged veteran of the United States Armed Forces and his or her spouse and dependents.

(23) Online Free Seat Program – The University shall waive the tuition and fees for one online course for eligible veterans, active duty members of the United States Armed Forces, active drilling members of the Florida National Guard, and nontraditional students who enroll in an online baccalaureate degree program at the University.

(a) A student whose tuition and fees are waived under this program must be a resident for tuition purposes under s. 1009.21, F.S., must not have previously earned a bachelor's degree, and must be enrolled in an online baccalaureate degree program as defined in paragraph 2, provided the student meets one of the following eligibility requirements:

1. Is a veteran as defined in s. 1.01(14), F.S.;
2. Is an active duty member of the United States Armed Forces;
3. Is an active drilling member of the Florida National Guard; or
4. Is a nontraditional student, defined for the purposes of this program as a student who has been out of high school or its equivalent for at least 5 years and has not been enrolled in a postsecondary institution in the last 5 years.

(b) For purposes of this program, an online baccalaureate program is defined as an online baccalaureate major that is included in the Board of Governors Online Programs (Majors) Inventory.

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(c) For all other courses in the online program, the University may not charge a student described in sub-paragraph (1) more than 75 percent of the tuition rate as specified in s. 1009.24(4), F.S., and 75 percent of the tuition differential pursuant to s. 1009.24(16), F.S., if the student remains enrolled at least part-time in the program during each academic year. A student who qualifies for this tuition discount is eligible to receive the discount for up to 110 percent

of the number of required credit hours of the degree program for which the student is enrolled.

(d) For purposes of this program, fees shall be those associated fees specified in Board Regulation 7.001 Tuition and Associated Fees and the distance learning fee defined in Board Regulation 7.003 Fees, Fines and Penalties.

(e) Fee waivers granted pursuant to this subsection may not exceed 1,000 students system-wide each academic year. The Chancellor will determine the maximum number of waivers for this program per institution.

(24) Programs of Strategic Emphasis Waiver – For every course in a Program of Strategic Emphasis, as identified in sub-paragraph 3, in which a student is enrolled, the University shall waive 100 percent of the tuition and fees for an equivalent course in such program for a student who:

(a) Is a resident for tuition purposes under s. 1009.21, F.S.;

(b) Has earned at least 60 semester credit hours towards a baccalaureate degree within two academic years after initial enrollment at a Florida public postsecondary institution;

(c) Enrolls in one of eight Programs of Strategic Emphasis as adopted by the Board of Governors. The Board of Governors shall adopt eight Programs of Strategic Emphasis in science, technology, engineering, or mathematics for which a student may be eligible to receive the tuition and fee waiver authorized by s. 1009.26(18), F.S. The programs identified by the board must reflect the priorities of the state and be offered at a majority of state universities.

(d) A waiver granted under this subsection is applicable only for upper level courses and up to 110 percent of the number of required credit hours of the baccalaureate degree program for which the student is enrolled.

(e) For purposes of this program, fees shall be those associated fees specified in Board Regulation 7.001 Tuition and Associated Fees.

(25) Waiver for Resident Grandparent – The University shall waive the out-of-state fee for a student who:

(a) Has a grandparent who is a legal resident as defined in s. 1009.21(1), F.S. For purposes of this subsection, the term “grandparent” means a person who has a legal relationship to a student’s parent as the natural or adopted parent or legal guardian of the student’s parent.

(b) Earns a high school diploma comparable to a Florida standard high school diploma, or its equivalent, or completes a home education program.

(c) Achieves an SAT combined score no lower than the 89<sup>th</sup> national percentile on the SAT;

(d) Achieves an ACT score concordant to the required SAT score in sub-subparagraph (a), using the latest published national concordance table developed jointly by the College Board and ACT, Inc.; or



1. If the University accepts the Classic Learning Test (CLT) for admission purposes, achieves a CLT score concordant to the required SAT score specified in sub-subparagraph (a), using the latest published scoring comparison developed by Classic Learning Initiatives.

(e) Beginning with the students who initially enroll in the 2022 fall academic term and thereafter, enrolls as a full-time undergraduate student at the University in the fall academic term immediately following high school graduation.

1. The waiver under this subsection is applicable for up to 110 percent of the number of required credit hours of the degree program for which the student is enrolled.

2. Before waiving the out-of-state fee, the University shall require the student or the student's parent, if the student is a dependent child, to provide a written declaration pursuant to s. 92.525(2), F.S., attesting to the student's familial relationship to a grandparent who is a legal resident and any other corroborating documentation required by the Board of Governors. The University is not required to independently verify the statements contained in each declaration if the signatory declares it to be true under the penalties of perjury as required by s. 92.525(2), F.S. However, the University may refer any signed declaration suspected of containing fraudulent representations to law enforcement.

3. Beginning with students who initially enroll for the 2022-2023 academic year or thereafter, the University shall, within the nonresident student enrollment system-wide, prioritize the enrollment of a student who is granted a fee waiver under this subsection over an out-of-state student who is not eligible for an out-of-state fee waiver if the students have substantially similar academic and other credentials used in determining admission to the University.

4. Fee waivers granted pursuant to this subsection may not exceed 350 students system-wide each academic year; the Chancellor will determine the maximum number of waivers for this program per institution.

1.5. For purposes of this program, fees shall be those associated fees specified in Board Regulation 7.001 Tuition and Associated Fees.

~~(260)~~ The University may waive the tuition differential for students who meet the eligibility requirements for the Florida Public Assistance Grant.

~~(272)~~ The University shall report the purpose, number, and value of all fee waivers granted annually in a format prescribed by the Board of Governors.

*Specific Authority: ~~Board of Governors Regulation Development Procedure Dated July 21, 2005. Law Implemented: Section 7(d), Art. IX, Fla. Const.; Board of Governors Resolution 1-7-03; Board of Governors Regulations 1.001, 7.001, 7.008 and 7.015, Sections 112.191,~~*

112.1915, 250.10, 1009.24, 1009.26, and 1009.265 Florida Statutes, *History-New 6-22-10;*  
*Amended 1-xx-22.*