



STATE OF CONNECTICUT

BOARD OF TRUSTEES

FOR THE STATE COLLEGES

1280 ASYLUM AVENUE HARTFORD, CONNECTICUT 06105

RESOLUTION

concerning

Fee Schedule and Refund Policy

December 13, 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.

SCHEDULE OF FEE PAYMENTS

New Students - General Fund

<u>FEE</u>	<u>TIME DUE</u>	<u>REFUND POLICY**</u>
Application \$10.00	Upon application	Non-refundable
Admissions Binder \$75.00* (Applied to State College Fee)	15 days after invoicing***	Non-refundable
Balance of tuition and fees	1st day of academic 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 \$100.00	15 days after invoicing	Non-refundable
Balance of Housing Fee	1st day of academic 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 day of academic semester	Refundable upon withdrawal from college on a prorated basis. Full weeks will be used to prorate.

*\$75.00 applied to State College Fee.

** 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>Charge</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.

SCHEDULE OF FEE PAYMENTS

Returning Students - General Fund (Continued)

<u>Charge</u>	<u>Time Due</u>	<u>Refund Policy**</u>
Balance of tuition and fees	1st day of academic 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 semester; no refund after seventh week.
Housing Deposit \$100.00	July 1 (Fall) Nov. 15 (Spring)	Non-refundable
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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.

11/27/72

*attach
to
Resolution*

November 10, 1972

TO: Presidents Ruth A. Bass (WCSU)
F. Don James (CSCC)
Manson Van B. Jennings (SCSC)
Charles R. Webb (ECSC)

FROM: Clinton M. Ritchie, Associate Executive Secretary

CONCERNING: Fee Schedule and Refund Policy *Pres. Pend.*

Attached are three copies of the completed study of comparisons in parallel institutions in New England, New Jersey and New York. Data on the New Jersey and New York policy is new and confirms the observations apparent in our review of New England data:

- 1) Low level deposits (\$50 or less) non-refundable except where decision not to return occurs before May 1.
- 2) Tuition is proportionally refundable well into the semester.
- 3) Refunds are generally automatic upon proper withdrawal.
- 4) Board is generally refundable on a pro-rata basis for the unused portion.
- 5) Housing requires a deposit, generally non-refundable with payment refund dependant upon full occupancy.
- 6) Our current policy, and our projected revision are the most stringent of any studied from the surrounding area.

This study suggests the use of substantial non-refundable fees is not characteristic and therefore questionable as an instrument for stabilizing enrollments. This week's analysis indicated that lower division enrollments were depressed 3.9% this year at the state colleges while upper division swelled by 13%. Whatever the long term implications for our system, our Fee Schedule and Refund Policy revision is in order.

CMR:geh
etc.
cc: James A. Frost

Clinton M. Ritchie



STATE OF CONNECTICUT

BOARD OF TRUSTEES
FOR THE STATE COLLEGES

1280 ASYLUM AVENUE HARTFORD, CONNECTICUT 06105

November 10, 1972

*Planned
copy
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TO: Presidents Ruth A. Haas (WCSC)
F. Don James (CCSC)
Manson Van B. Jennings (SCSC)
Charles R. Webb (ECSC)

FROM: Clinton M. Ritchie, Associate Executive Secretary

CONCERNING: Fee Schedule and Refund Policy

Attached are three copies of the completed study of comparisons in parallel institutions in New England, New Jersey and New York. Data on the New Jersey and New York policy is new and confirms the observations apparent in our review of New England data:

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CMR.gch
enc.
cc: James A. Frost

CMR_{gch}
Clinton M. Ritchie

COMPARISON OF FEE SCHEDULE AND REFUND POLICY AMONG
PUBLIC INSTITUTIONS OF HIGHER EDUCATION IN
NEW ENGLAND, NEW YORK AND NEW JERSEY
AS OF SEPTEMBER 1972

<u>STATE</u>	<u>DEPOSIT</u>	<u>TUITION</u>	<u>ROOM</u>	<u>BOARD</u>	<u>OTHER FEES</u>
<u>Vermont</u>					
State Colleges	"full payment July 15 & Jan. 1 unless deferred by arrangement "	80% refund 2 wks 60% " 3 " 40% " 4 " 20% " 5 " 0% thereafter	$\frac{1}{2}$ payment may be deferred until mid-semester	$\frac{1}{2}$ payment may be deferred to mid-semester 50% refund	no refund
Univ. of Vermont		100% refund 1st week 20% retained there- after for each week elapsed	no refund		no refund
<u>Rhode Island</u>					
R. I. College	\$25.- Non-refundable	80% refund 2 wks 60% " 3 " 40% " 4 " 20% " 5 " 0% thereafter	100% refund or pro- rata, less \$25.00 if filled	50% of unused unless replaced, then pro-rata	
<u>New Hampshire</u>					
State Colleges	\$25.- (\$15.- refund if by Aug. 1)	75% refund 1st wk... 50% refund 8-30 days 0% thereafter	\$50 deposit, non- refundable after July 1 75% refund 1st wk. 50% 8-30 days 0% thereafter	Pro-rata on unused, less 4 weeks	

<u>STATE</u>	<u>DEPOSIT</u>	<u>TUITION</u>	<u>ROOM</u>	<u>BOARD</u>	<u>OTHER FEES</u>
<u>New Hampshire</u>					
Univ. of N.H.	none	75% refund if in first few days 50% between 4 and _____ days			no refund
<u>Massachusetts</u>					
State Colleges	\$50 - Non-Ref.	80% refund - 2 wks 60% " - 6 wks 0% " after 6 wks	\$50 deposit Non-Refundable	80% refund @ 2wks 60% " 6 " 0% after that	
Univ. of Mass.	\$15.- Matri- culation Fee Non-Refundable	100% refund if stud. does not attend 80% refund - 2 wks 60% " 3 40% " 4 20% " 5 0% after 5 weeks	No refund after semester begins	No refund after semester begins	
Community C.		90% refund - 1st wk. 70% " 3d " 50% " 4th " 0% " after 4 wk.			no refund

<u>STATE</u>	<u>DEPOSIT</u>	<u>TUITION</u>	<u>ROOM</u>	<u>BOARD</u>	<u>OTHER FEES</u>
<u>Maine</u>					
University of Maine All units	Registration Fee - Non-Refundable	Full refund before September 5 80% refund - 2 wks 60% " - 4 wks 40% " - 6 wks 20% " - 9 wks 0% " after 9 wks			
<u>Connecticut</u>					
State Colleges	none	(Tuition & State Coll. No refund Fee)		Pro-rata	No refund for applica- tion, late & bad check fees. 100% refund prior to 1st day of classes for Student Activities & General Fee. 50% ref. for heal ing if before mid-sem. All other fees non-ref after start of semeste
Central	\$75 by Feb. 1 *	100% refund if before payment deadline or entry of military serv.			
Eastern	\$50 by Apr. 15*	50% refund if for health and before mid-semester			
Southern	\$75 within 10 days of acceptance*				
Western	*Refundable				
U. of Conn.	\$50 within 10 days of acceptance - \$25 refundable if by June 1.				

<u>STATE</u>	<u>DEPOSIT</u>	<u>TUITION</u>	<u>ROOM</u>	<u>BOARD</u>	<u>OTHER FEES</u>
<u>New York</u>					
State Colleges	\$50 Deposit - Refundable if re- quested by May 1	100% refund -1st wek 70% " 2nd " 50% " 3rd " 30% " 4th " 0% thereafter	\$50 deposit, not refundable after July 1st	Pro-rata refund un unused portion	
<u>New Jersey</u>					
State Colleges	"Student service fee" of \$35 prepayable as acceptance fee in freshman year. Non-refundable	100% refund before start of semester 50% refund in 1st third of semester 0% refund after that	\$50 deposit, not refundable	Same pattern as tuition refund	

Data compiled by Central Office
Board of Trustees for State Colleges
11/6/72

CMR:rgf