



TECHNICAL COLLEGE
OF THE LOWCOUNTRY

POLICY: College Fees
Number: 2.1.7

Responsibility: Administrative Services
Last Updated: October 1, 2022
State Policy/Law:

Commission Chair

President

The Technical College of the Lowcountry has specific guidelines to assist each academic department with the appropriate development, assessment, and management of academic and instructional fees. All fees, including changes to existing fees, require annual review and approval by the Technical College of the Lowcountry Area Commission.

Fee Guidelines

1. Fees are to be set based on the cost of the activity or service for which the fee is levied.
2. Fees must support the activity or service being provided by the fee.
3. Fees should recover costs when no other dedicated funds are available for that purpose.

Fee Categories

1. Course Specific Fees
 - a. Fees assessed to all students enrolled in a specific course
 - b. Must be used for costs directly related to the course
 - c. Assessed on a course-by-course basis.
 - d. Unallowable uses of course fee revenues include expenses associated with an instructor, general office supplies and classroom materials, materials obtainable through regular sources, capital equipment, repair of equipment, and anything not requested and approved by the Area Commission.
2. Program Specific Fees
 - a. Fees assessed by the College to all students enrolled in a particular program.
 - b. Intended to cover unusual costs directly related to an academic program.
 - c. Unallowable uses of program fee revenues include expenses associated with an instructor, general office supplies and classroom materials, scholarships, and anything not requested and approved by the Area Commission