

ITEM: 16

**Florida Gulf Coast University Board of Trustees
September 13, 2016**

SUBJECT: Amended Regulation: FGCU-PR7.001 Tuition and Fees (Master of Physician Assistant Studies Program)

PROPOSED BOARD ACTION

(1) Approve amendments to Regulation FGCU-PR7.001, Tuition and Fees to define a unique tuition and fee rate for students entering the Master of Physician Assistant Studies (MPAS) to begin in August 2017; and (2) authorize the University to submit the amended Tuition and Fees Regulation to the Board of Governors.

BACKGROUND INFORMATION

Sections 1001.706 and 1009.24, Florida Statutes, and the Florida Board of Governors (BOG) Regulation 1.001 require the FGCU Board of Trustees to establish tuition and fees for the University, in accordance with BOG's regulations. Additionally, HB 7019 was signed into law this past spring removing the authority of university boards of trustees to set graduate, professional, differentiated graduate, and out-of-state tuition and fees, and giving this authority to the Board of Governors. That law took effect July 1, 2016. Consequently, the Board of Governors has asked the FGCU Board of Trustees to submit a tuition and fee request to the Board of Governors for FGCU's Master of Physician Assistant Studies that is scheduled to enroll its first cohort of students in May 2017.

Following April approval of the MPAS by the FGCU Board of Trustees, the program was submitted to the BOG for consideration of the proposed program tuition and fees. In discussions with Chancellor Criser, concern was expressed that the program as approved by the FGCU BOT (if approved by the BOG) would have resulted in a total cost of tuition and fees amounting to \$60,030 for the 90-credit length program. This was considered by the Chancellor as among the highest of four other programs approved at UF, FSU, FIU, and USF. Additionally, concern was expressed that both in-state and out-of-state students at FGCU would incur the same costs.

Further review of the proposed program budget expenses following the April BOT approval, led to a revision of the budget downward by approximately \$800,000 annually. This was achieved by purchasing some equipment at the end of FY 2016, reducing program materials and supplies, and by adopting a less aggressive equipment renewal cycle (see attached tables of program-related expenses). The College of Health Professions and Social Work believes this change will not adversely impact the quality of instruction to be delivered and anticipates a cost neutral balance of revenues to expenditures.

Based on this information, the Dean of the College of Health Professions and Social Work worked with the University Administration to propose a new tuition and fees structure (see attached) that actually modestly lowers the proposed cost of the entire program for in-state students by roughly \$5,000 but requires an out-of-state student to cover the full cost of their education. Little impact on out-of-state enrollment is expected as a result of this change. It has always been anticipated that student demand for the program will ensure an adequate pool of qualified in-state students for the 20 slots allotted for each class.

A comparison with the existing programs of tuition and fee structures (see attached) demonstrates that FGCU's program will be the most affordable for in-state students within the State University System.

In accordance with the BOG Regulation Development Procedure, the Regulation changes will become effective upon approval of the BOG.

Supporting Documentation Included: 1) Notice of Amended Text of Regulation FGCU-PR7.001 Tuition and Fees; 2) MPAS Projected Budget Comparison Table; and 3) Proposed MPAS Tuition and Fees Comparison Table

Prepared by: Senior Associate Provost and Associate Vice President for Planning and Institutional Performance Paul Snyder

Legal Review by: Vice President and General Counsel Vee Leonard (August 12, 2016)

Submitted by: Provost and Vice President for Academic Affairs Ron Toll



FLORIDA GULF COAST UNIVERSITY
NOTICE OF REGULATORY ACTION

POSTED DATE:
August 12, 2016

REGULATION TITLE:
Tuition and Fees

REGULATION NO:
FGCU-PR7.001

SUMMARY:
This Regulation is being amended to include herein the tuition and fees for the Master in Physician Assistant Studies (MPAS).

FULL TEXT:
The full text of the regulation being proposed is attached and can also be found at <http://www.fgcu.edu/generalcounsel/promulgation.asp>

AUTHORITY:
§§1004.07, 1009.01, 1009.21, 1009.24, 1009.26, 1009.27, 1009.28, 1009.285, Florida Statutes;
Board of Governors Regulation 7.001

UNIVERSITY OFFICIAL INITIATING THE PROPOSED/REVISED REGULATION:
Steve Magiera, Vice President for Administrative Services and Finance

UNIVERSITY OFFICIAL APPROVING THE PROPOSED/REVISED REGULATION:
Ronald B. Toll, Ph.D., Provost and Vice President for Academic Affairs

CONTACT INFORMATION REGARDING THE PROPOSED/REVISED REGULATION:
M. Todd Caraway
Office of the General Counsel
10501 FGCU Blvd. S., Fort Myers, FL 33965-6565
(P): 239.590.1101 | (F): 239.590.7470 | Email: gco@fgcu.edu

Any person may submit written comments concerning a proposed regulation, amendment, or repeal to the contact person identified above within 14 days after the date this notice was posted. The comment(s) must identify the regulation to which you are commenting.



FLORIDA GULF COAST UNIVERSITY REGULATION

Regulation Number: FGCU-PR7.001

Regulation Title: Tuition and Fees

Effective Date: 06/10/2016 _____

A. General

Tuition and fees assessed by the University shall be in accordance with the General Appropriations Act and the regulations and policies of the Board of Governors.

B. Tuition and Fees

1. Tuition and Fee Schedule

The University shall assess the following tuition and fees per credit hour for each regularly enrolled student, depending on whether a student is a resident or non-resident of the State of Florida, unless provided otherwise by law or in this regulation:

Tuition/Fee	Undergraduate		Graduate	
	Resident	Non-Resident	Resident	Non-Resident
Tuition	105.07	709.65	290.60	1,173.73
Tuition Differential	36.38	36.38		
Financial Aid Fee	5.25	35.46	14.52	58.67
Transportation Fee	5.95	5.95	5.95	5.95
Parking Decal Fee	2.75	2.75	2.75	2.75
Capital Improvement Trust Fund Fee	6.76	6.76	6.76	6.76
Activity and Service Fee	11.50	11.50	11.50	11.50
Athletic Fee	13.54	13.54	13.54	13.54
NCAA Athletic	4.00	4.00	4.00	4.00
Health Fee	9.24	9.24	9.24	9.24
Technology Fee	5.25	5.25	14.52	14.52
Tuition Waiver FY17	(1.75)	(1.75)		
Total Per Credit Hour	\$ 203.94	\$ 838.73	\$ 373.38	\$ 1,300.66

<u>Master in Physician Assistant Studies (MPAS)</u>	<u>Graduate (First Year)</u>		<u>Graduate (Second Year)</u>	
	<u>Resident</u>	<u>Non-Resident</u>	<u>Resident</u>	<u>Non-Resident</u>
<u>Tuition/Fee</u>				
<u>Tuition</u>	<u>26,430.00</u>	<u>70,586.50</u>	<u>21,144.00</u>	<u>56,469.20</u>
<u>Financial Aid Fee</u>	<u>726.00</u>	<u>2,933.50</u>	<u>580.80</u>	<u>2,346.80</u>
<u>Transportation Fee</u>	<u>297.50</u>	<u>297.50</u>	<u>238.00</u>	<u>238.00</u>
<u>Parking Decal Fee</u>	<u>137.50</u>	<u>137.50</u>	<u>110.00</u>	<u>110.00</u>
<u>Capital Improvement Trust Fund Fee</u>	<u>338.00</u>	<u>338.00</u>	<u>270.40</u>	<u>270.40</u>
<u>Activity and Service Fee</u>	<u>575.00</u>	<u>575.00</u>	<u>460.00</u>	<u>460.00</u>
<u>Athletic Fee</u>	<u>677.00</u>	<u>677.00</u>	<u>541.60</u>	<u>541.60</u>
<u>NCAA Athletic</u>	<u>200.00</u>	<u>200.00</u>	<u>160.00</u>	<u>160.00</u>
<u>Health Fee</u>	<u>462.00</u>	<u>462.00</u>	<u>369.60</u>	<u>369.60</u>
<u>Technology Fee</u>	<u>726.00</u>	<u>726.00</u>	<u>580.80</u>	<u>580.80</u>
<u>Annual Total</u>	<u>\$ 30,569.00</u>	<u>\$ 76,933.00</u>	<u>\$ 24,455.20</u>	<u>\$ 61,546.40</u>

2. Repeat course fee

A student enrolled in the same undergraduate college credit course more than twice shall be assessed an additional \$177.57 per credit hour charge for each such course.

3. Excess hour fee

All state university undergraduate students who entered a postsecondary undergraduate program at any Florida public institution of higher education for the first time in fall 2009 or thereafter and prior to fall 2011 shall pay an excess hour fee equal to 50 percent of the undergraduate tuition for each credit hour in excess of 120 percent of the number of credit hours required to complete the baccalaureate degree program in which the student is enrolled.

All state university undergraduate students who entered a postsecondary undergraduate program at any Florida public institution of higher education for the first time in fall 2011 or thereafter shall pay an excess hour fee equal to 100 percent of the undergraduate tuition for each credit hour in excess of 115 percent of the number of credit hours required to complete the baccalaureate degree program in which the student is enrolled.

All state university undergraduate students who entered a postsecondary undergraduate program at any Florida public institution of higher education for the first time in fall 2012 or thereafter shall pay an excess hour fee equal to 100 percent of the undergraduate tuition for each credit hour in excess of 110 percent of the number of credit hours required to complete the baccalaureate degree program in which the student is enrolled.

C. Payments on Accounts Due the University

Charges against a student's account for loss or breakage of University equipment, lost books, library, or parking fines, and other related charges are due immediately. University policy prohibits registration or release of transcript and diploma for any student whose account with the University is delinquent.

D. Registration

Registration occurs when a student:

1. Selects one or more credit courses approved and scheduled by the University; and,
2. Pays tuition and fees, partial or otherwise, or makes other appropriate arrangements for tuition payment (deferment, or third party billing) for the courses in which the student is enrolled as of the end of the drop/add period. The University does not have a plan for installment payment of fees.

E. Payment

Tuition and registration fees must be paid in full by the payment deadline date designated in the Academic Calendar as the "last date to pay fees" for each term. Payments shall be made at the Cashier's Office, University Website, or by mail and received no later than that date. The President or designee will extend the deadline for fee payment when payment by the student is delayed due to University action or inaction.

F. Liability for Payment of Tuition

Liability for payment of tuition is incurred at the point at which the student has completed registration. Students are liable for all fees associated with all courses in which they are registered at the end of the drop/add period.

G. Cancellation of Registration

A student's course schedule shall be canceled when tuition has not been paid or when arrangements for payment have not been made through the Office of Financial Aid or the Cashier's Office. Students are liable for tuition and fees associated with all courses in which they are registered at the end of drop/add period. A student who has not made any effort to pay their tuition and fees by the published deadline will have all courses canceled. A student whose course schedule has been canceled cannot thereafter attend classes and will not obtain credit for courses. A student whose course schedule has been canceled will be mailed written notice of cancellation from the Registrar's Office to his/her last known address on record and be given a deadline by which he/she may apply for reinstatement. A student who make an effort to pay, including but not limited to partial payments by credit card, check, or cash, any type of financial aid or scholarship, grants, waivers, third party contracts, Florida Bright Futures, and Florida Pre-paid, by the published deadline will not

be cancelled from all courses and are considered fee liable.

H. Reinstatement

Students may seek reinstatement of their course schedule by following the procedures outlined in this subsection.

1. Requests for reinstatement. A request for reinstatement must be presented in writing to the Registrar's Office by the deadline given on the notice of cancellation mailed to the student. The request for reinstatement must include all documentation supporting the request. The Reinstatement Appeals Committee will evaluate the request based upon the criteria contained in this rule and notify the student in writing of its decision.
2. Reinstatement Appeals Committee. A student whose course schedule has been canceled for non-payment may apply for reinstatement of the course schedule to the Reinstatement Appeals Committee. The Committee shall consist of at least three staff members appointed annually by the President, and one student appointed by the FGCU Student Government. The Committee shall meet as required between the published last day to pay fees and six months after the end of the term for which the reinstatement is requested. The decision of the Committee shall be final.
3. Criteria for Reinstatement. In evaluating a request for reinstatement, the Committee shall apply the following criteria:
 - a) Reinstatement shall be granted where it is demonstrated that the student's registration was canceled through University error.
 - b) Reinstatement shall be granted where the student submits documentation demonstrating that the student was prevented from making timely payment due to extenuating circumstances beyond the student's control. Examples of "extenuating circumstances" include:
 - 1) A student was unavoidably out of town during the week prior to the last day to pay fees, or
 - 2) A student was ill and unable to make payment prior to the last day to pay fees.
 - c) If a student's reinstatement is approved by the Reinstatement Appeals Committee, they must be reinstated for all courses for which they were originally registered.

Where reinstatement is granted, the student shall take the written decision of the Committee to the Cashier's office, pay the fees which are due and complete the registration process with the Registrar's Office.

I. Late Registration Fee

1. A late registration fee of \$100 shall be assessed by the University when registration is initiated after the close of the regular registration period.
2. The late registration fee shall be waived when:
 - a) The late registration was caused by a University error, or
 - b) The student was unavoidably out of town on the last day to register (documentation must be provided), or
 - c) The student was ill (documentation must be provided), or
 - d) The course was closed and the student was required to wait until classes started (written documentation from the instructor is required), or
 - e) The student was informed after the published last day to register that a course is necessary in order to graduate, be re-certified, or is a work related requirement (appropriate documentation must be provided).

J. Late Payment Fee

A late payment fee of \$100 shall be assessed by the University when:

1. A student pays his/her fees after the published "last day to pay fees", and has been approved for reinstatement pursuant to this rule; or
2. A dishonored check is redeemed after the last date to pay fees.

K. University Loan Program Service Charge

In lieu of interest, a \$10 service charge will be assessed to any student participating in the University loan program regardless of the amount of the loan. Students utilizing the university loan program must sign a promissory note which obligates them to the total loan amount including the \$10 service charge for each loan issued.

L. Tuition and Fee Appeals

Students may appeal the assessment of fees and request refunds of tuition and fees to the Fee Appeals Committee according to procedures set forth in this subsection.

1. Procedures. A student who seeks review of tuition or a fee assessed shall file a written appeal with the Registrar's Office. The appeal must set forth the basis for seeking a refund and attach all supporting documentation. An appeal must be filed no later than six months following the last day of the term during which the respective

tuition or fees were incurred. For the purpose of this regulation, summer terms are considered as one term.

2. Tuition and Fee Appeals Committee. The Tuition and Fee Appeals Committee shall consist of at least three staff members who are appointed annually by the President, and one student appointed by the FGCU Student Government. The Committee shall meet as often as necessary to review and act upon appeals which come before it.
3. Committee Determinations. Each appeal will be initially reviewed by the Registrar or designee. A decision will be made by the Registrar's Office according to criteria established by this regulation. The decision shall be communicated in writing to the student within sixty (60) days from the date the appeal was filed with the University. The Tuition and Fee Appeals Committee shall consider only cases of those students who are appealing the initial decision made by the Registrar's Office. Students may appear in person before the Committee to present their appeal. The decision of the Committee is final.
4. Criteria for Determining Tuition and Fee Appeals. The criteria established by this regulation shall govern decisions by the Registrar and the Tuition and Fee Appeals Committee:
 - a) An appeal shall be granted when it is demonstrated that tuition or fees were paid as a result of University error.
 - b) An appeal shall be granted when it is demonstrated that the student was prevented from timely withdrawal from the University due to extenuating circumstances beyond the student's control. Extenuating circumstances include death of the student, or death in the immediate family (parent, spouse, child, sibling) of the student; illness of the student that is of long duration or severity, as confirmed in writing by a physician; or call to, or enlistment in, active military duty.

M. Refunds

Refunds will be processed and mailed to the address shown on the Registrar's files to all students whose fee accounts show an overpayment after the published last day to pay fees. Students due a refund will not be required to submit a refund request to receive their refund because it will be automatically calculated. If there is a balance due to the University in the accounts receivable system, that amount will be deducted from any refund due. In addition, students shall be entitled to refunds in the following circumstances:

1. 100% of tuition and course related fees will be refunded if notice of complete withdrawal or course withdrawal from the University occurs prior to the end of drop/add period.
2. 25% of tuition and course related fees will be refunded if notice of withdrawal from ALL courses from the University occurs prior to the deadlines as designated by the

University or in the Academic Calendar for each term.

3. Students who receive financial aid and subsequently change their enrollment status and this action results in a refund, may have all or a portion of their refund returned to the University's Financial Aid Office in accordance with the terms of their financial aid agreement.
4. 100% of tuition and course related fees if a student withdraws or drops a course due to circumstances which are exceptional and beyond the control of the student. Requests for fee adjustments must meet one of the conditions below to be considered:
5. Death of the student or immediate family member (parent, spouse, child or sibling) as confirmed by documentation indicating the student's relationship to the deceased. A death certificate is required.
 - a) Illness of student of such severity or duration to preclude completion of course(s). Written confirmation by a physician required.
 - b) A situation in which the University is in error as confirmed in writing by the appropriate Vice President or other senior administrator.

N. Deferred Payment Status

Deferred payment status for tuition and registration fees will be granted upon application by the student on the following grounds:

1. Veterans shall be entitled to deferment in accordance with the provisions of Section 1009.27, F.S.
 - a) Each student granted a veteran's deferment shall sign a promissory note for the amount of registration and tuition fees due. The promissory note must be presented to the University Cashier's Office before the published last day to pay fees. Failure to present the promissory note by the deadline will result in the student being assessed the \$100 late payment fee. If the student does not present an authorized deferment to the Cashier, including the \$100 late fee, by the close of the fourth week of classes, the student's registration shall be canceled. The student may request reinstatement by presenting an authorized VA deferment promissory note along with a \$100 late registration/late payment fee in lieu of full payment of tuition and registration fees. (See the procedure outlined in Reinstatement.)
 - b) If an eligible student's educational benefits are delayed beyond the deferral period, (end of term for which they are enrolled) the deferment will be extended upon request by the student with written verification from the granting entity that the student is eligible to receive benefits and that benefits are being processed for payment. Upon receipt of written verification, the Registrar's Office shall approve

the deferment and any request for extension. Additional extensions may be similarly granted until such time that the student begins receiving educational benefits. Failure of the veteran to pay the amount of the authorized deferment by the due date or extended date, whichever is later, will result in the student being assessed the \$100 late registration/late payment fee.

2. Third Party Billings. Deferment is permitted when formal contractual arrangements have been made with the University for payments by an approved third party. The President or designee is responsible for negotiating such third party contracts.
3. Delay in Financial Aid Delivery. Deferral of tuition and fees is permitted for those students receiving financial aid from federal, state, or University assistance programs when delivery of the aid is delayed through circumstances beyond the control of the student. Failure to make timely application for such aid shall be insufficient reason to receive such deferral. The Director of Financial Aid shall certify a student's eligibility for deferral to the University Controller or designee for each student for each academic term for which receipt of aid is delayed.
4. Extraordinary circumstances exist and the deferment has the approval of the President or his designee.

O. Withdrawal or Course Changes Due to Military Service

A student who is called to, or enlists in, active military service in the United States Armed Forces may choose to withdraw from the University or any course(s) with a full refund of tuition and fees paid and without academic penalty. In the alternative, a student may elect not to withdraw and to complete the course(s) at a later date. A student who elects to complete the course(s) at a later date shall re-enroll and begin completion of the course(s) requirements no later than within six months after discharge or release from active military duty.

1. Notification of withdrawal or course change(s) due to military service shall be made to the Office of the Registrar as soon as practicable. The student, or a representative of the military service on the student's behalf, shall provide verification of the official active duty orders and/or discharge to the Office of the Registrar.
2. The transcript of a student will be annotated to reflect that the above withdrawal or course change(s) is due to active military service.
3. A student living in University housing or registered for a meal plan will receive a pro rata refund of fees paid based on the date of withdrawal or the date of election to complete the course(s) at a later date, or the terms of the meal plan.
4. The student is responsible for returning any outstanding library materials and University equipment, and for the payment of any parking fines assessed by the University.

Action by Florida Gulf Coast University Board of Trustees

Approved ~~06/07/2016~~ _____

Action by the Florida Board of Governors

Approved ~~06/10/2016~~ _____

Specific Authority

§§1004.07, 1009.01, 1009.21, 1009.24, 1009.26, 1009.27, 1009.28, 1009.285, Florida Statutes; Board of Governors Regulation 7.001

History of Regulation

New 11/13/05; Amended 6/29/06, 6/19/07, 7/27/07, 6/17/08, 10/27/08, 6/29/09, 6/15/10, 07/05/11, 6/21/12, 6/19/13, 6/18/14, 6/11/15, 06/10/16, _____

Effective Date of Regulation

~~06/10/2016~~ _____

MPAS Projected Budget Approved by Board of Trustees April 19, 2016		MPAS Amended Projected Budget	
Annual Recurring Costs		Annual Recurring Costs	
Faculty and Staff salaries and benefits	\$579,000	Faculty and Staff salaries and benefits	\$579,000
Faculty Professional Development and Support	\$20,000	Faculty Professional Development and Support	\$20,000
Program Materials and Supplies	\$200,000	Program Materials and Supplies	\$75,000
Department Expenses	\$50,000	Department Expenses	\$30,000
Annual Accreditation Fee	\$10,000	Annual Accreditation Fee	\$10,000
Simulation & Skills Laboratories	\$1,000,000	Simulation & Skills Laboratories	\$300,000
Total	\$1,859,000	Total	\$1,014,000
Non-recurring Costs During 2016-2017 Academic Year		Non-recurring Costs During 2016-2017 Academic Year	
Start-up Equipment & Supplies	\$500,000	Start-up Equipment & Supplies	\$100,000
Accreditation Expenses	\$50,000	Accreditation Expenses	\$50,000
Total	\$550,000	Total	\$150,000

Cost of Physician Assistant Programs Tuition and Fees Florida Resident	
Florida Gulf Coast University (Proposed)	\$55,024
University of Florida	\$55,320
University of South Florida	\$68,167
Florida International University	\$73,434
Florida State University	\$76,422

Cost of Physician Assistant Programs Tuition and Fees Out-Of-State	
Florida State University	\$99,759
Florida International University	\$109,304
University of Florida	\$123,039
University of South Florida	\$129,067
Florida Gulf Coast University (Proposed)	\$138,479