



MONTEREY PENINSULA
College

GOVERNING BOARD POLICIES

Chapter 5 Student Services

5030

BP 5030 Fees

The Board of Trustees authorizes the following fees. The Superintendent/President shall establish procedures for the collection, deposit, waiver, refund, and accounting for fees as required by law. The procedures shall also assure those who are exempt from or for whom the fee is waived are properly enrolled and accounted for. Fee amounts shall be published in the MPC Catalog.

Enrollment Fee (Education Code Section 76300)

Each student shall be charged a fee for enrolling in credit courses as required by law.

Health Fee (Education Code Section 76355)

The Superintendent/President shall present to the Board for approval a fee to be charged to each full-time student for student health services.

Parking Fee (Education Code Section 76360)

The Superintendent/President shall present to the Board for approval a fee to be charged to each student for parking.

To encourage ridesharing, students may obtain a discount by certifying in writing at the time of payment of the fee that they regularly have two or more passengers commuting with them.

Transcript Fee (Education Code Section 76223)

The District shall charge a reasonable amount for furnishing copies of any student record to a student or former student. The Superintendent/President is authorized to establish the fee, which shall not exceed the actual cost of furnishing copies of any student record. No charge shall be made for furnishing up to two transcripts of students' records, or for two verifications of various records. There shall be no charge for searching for or retrieving any student record.

The first two copies of a student's transcript requested under normal procedures are provided at no charge. After the first two copies, a fee (amount subject to change) is charged for each transcript ordered. A higher fee (amount subject to change) is charged for same day service. All transcripts will be issued as official.

Student Representation Fee (Education Code Section 76060.5)

Students will be charged a fee per semester to be used to provide support for student governmental affairs representation. A student may refuse to pay the fee and shall submit such refusal on a form provided by the District to collect fees.



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Instructional Materials (Education Code Section 76365; Title 5 Sections 59400 et seq.)

Students may be required to provide required instructional and other materials for a credit or non-credit course, provided such materials are of continuing value to the student outside the classroom and provided that such materials are not solely or exclusively available from the District.

The District is permitted to charge a reasonable amount in specified courses according to criteria and processes outlined in this section, and the Board of Trustees of the Monterey Peninsula Community College District endorses materials charges as recommended by the college administration.

All courses for which materials charges are specified and approved will meet the requirement of Title 5 Section 59402. The “at cost” amount specified for these courses will be placed in the Schedule of Classes.

See Administrative Procedure 5030 – Fees and Administrative Procedure 5031 – Instructional Materials

See also Board Policy/Administrative Procedure 6750 - Parking

References: *Education Code Sections 76060.5, 76223, and 76300 et seq.;*
Title 5 Sections 58520 and 59400 et seq.;
ACCJC Accreditation Standard I.C.6

Formerly Governing Board Policies 4120 – Student Fees; 4122 – Materials Charges; and 4125 – Refund of Fees

Adopted: March 21, 1995, for Policy 4120; April 29, 2003, for Policy 4122; December 14, 1988, for Policy 4125

Revised and Adopted: February 28, 2006, for Policy 4120; April 17, 1990, for Policy 4125

Revised, Renumbered, and Adopted: April 26, 2017

Revised and Adopted: June 24, 2020

Reviewed: May 11, 2022

Revised and Adopted: November 16, 2022