



Title: Hardship Waiver of Tuition & Fees
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Hardship Waiver of Tuition and Fees Policy

South Louisiana Community College provides continuing students who face a financial hardship caused by an increase in tuition and fees, including the Academic Excellence and Operational fees, the opportunity to appeal for a waiver of the increase. The waiver, if approved, will reduce the students' cost by the amount of the increase for a single semester in which they were subject to an increase over the prior year's rate.

To apply for a hardship waiver, a student must meet all of the following eligibility criteria:

- Have continuing student status, meaning have attended a semester in the prior year and paid tuition and fee charges at that year's rate.
- Be registered as a full-time student for the semester of the application.
- Have fully satisfied all prior balances on his or her student account.
- Be a Louisiana resident as defined by the College's residency requirements.
- Have completed the appropriate year's FAFSA and be considered to be achieving satisfactory academic progress necessary to maintain financial aid eligibility.
- Have unmet need for the amount of direct costs, after applying for and accepting all types of financial aid awarded, including funds from third party sources and other waivers or exemptions.

The waiver application/approval procedures established will include the following:

- Student must submit a waiver application, with sufficient documentation detailing the circumstances of the hardship, a minimum of one week prior to tuition due date of the semester of application, to the Vice Chancellor for Student Services.
- A decision on the application for hardship waiver will be made by the Vice Chancellor for Student Services, or his or her designee, and will be considered final. Students who wish to appeal a determination or sanction beyond the College may do so by submitting a written request for appeal to the Board of Supervisors of the Louisiana Community and Technical College System. Requests for appeal to the LCTCS Board must be made within thirty calendar days of the date of the decision made at the College.
- The process for application for hardship waiver will be posted on the College's website in accordance with LCTCS policy.

Reference:

Policy Reference: LCTCS Policy 5.021

				Date of Last Revision & Approval
x	Reviewing Council/Entity	Approval Date	Effective Date	
x	<i>Cabinet Approval</i>	<i>November 20, 2014</i>	<i>November 20, 2014</i>	<i>N/A</i>
x	<i>Executive Committee Approval</i>	<i>November 6, 2014</i>	<i>November 20, 2014</i>	<i>N/A</i>
x	<i>Chancellor Approval</i>	<i>November 20, 2014</i>	<i>November 20, 2014</i>	<i>N/A</i>

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