

Tuition and Expenses

The Community College System was established to make postsecondary occupational education readily available to all adult citizens. The state provides considerable financial support for local institutions which keeps tuition at a reasonable cost to students. In addition, several financial aid programs are available to assist the curriculum student with the costs of postsecondary education.

Curriculum Tuition and Fees

Tuition is set by the State Board of Community Colleges and is subject to change. Visit www.RichmondCC.edu for current tuition costs. Tuition and fees must be paid at the time of registration. A student activity fee is required of all curriculum students. The fee \$30.00 for students enrolled 12 or more semester credit hours, \$23.00 for students enrolled less than 12 semester credit hours, and no fee for summer semesters. This fee covers admission to student activities. Students who enroll in classes that have a clinical component are required to purchase or show evidence of having professional liability insurance prior to enrollment. There is a \$20.00 technology fee for all students each semester. Other costs to the student are the required books and materials, which vary according to the curriculum in which he/she is enrolled. Nursing students may incur other expenses.

Tuition for full-time, in-state students carrying 16 or more semester credit hours during the fall and spring semesters will not exceed \$1,216.00 per semester. Part-time, in-state students taking less than 16 semester credit hours will pay \$76.00 per semester hour. Out-of-state students carrying 16 or more semester credit hours during the fall and spring semesters will not exceed \$4,288.00 per semester. Part-time, out-of-state students taking less than 16 semester credit hours will pay \$268.00 per semester hour.

Credit Hours	In-State	Out-of-State
1	76.00	268.00
2	152.00	536.00
3	228.00	804.00
4	304.00	1,072.00
5	380.00	1,340.00
6	456.00	1,608.00
7	532.00	1,876.00
8	608.00	2,144.00
9	684.00	2,412.00
10	760.00	2,680.00
11	836.00	2,948.00
12	912.00	3,216.00
13	988.00	3,484.00
14	1,064.00	3,752.00

15	1,140.00	4,020.00
16	1,216.00	4,288.00

ACTIVITY & LIABILITY FEE CHARGES

Full-Time (12+ hours)	\$30.00
Part-Time (1 - 11 hours)	\$23.00
Technology Fee (all students)	\$20.00
CAPS Fee (Campus Access, Parking, & Security)	\$10.00
Student Malpractice Insurance:	\$13.00
For Medical Assisting, Nursing, and Nursing Assistant Clinical, and for Co-op students	
Associate Degree Nursing TABE Test Fee	\$10.00
ID Replacement	\$ 5.00
Parking Permit Replacement	\$ 5.00

Section 115D-39, “Student Tuition and Fees,” of the Community College Laws, allows the State Board of Community Colleges to fix and regulate all tuition and fees charged to students for applying to or attending any community college.

Students who enroll in that have a clinical component are required to purchase or show evidence of having professional liability insurance prior to enrollment.

**The student activity fee, student Accident Insurance fee, and technology fee will be waived for all Career and College Promise students. Fees are required for Early College Students.*

Residence Classification for Tuition

Under North Carolina law, a person may qualify as a resident for tuition purposes in North Carolina, thereby being eligible for a tuition rate lower than that for nonresidents. In essence, the controlling North Carolina statute (G.S. 116-143.1) requires that “To qualify as a resident for tuition purposes, a student must have established legal residence (domicile) in North Carolina and maintained that legal residence for at least twelve (12) months immediately prior to his or her classification as a resident for tuition purposes.” Ownership of property in or payment of taxes to the state of North Carolina does not automatically qualify one for the in-state tuition rate. Failure to provide requested information for residency classification can result in the student being classified as a nonresident for tuition purposes and disciplinary action.

A student who believes he or she has been erroneously classified shall be permitted to appeal the case in accordance with the procedure outlined by the State Residence Committee. Regulations concerning the classification of students by residence for purposes of applicable tuition differentials are set forth in detail in A Manual to Assist the Public Higher Education Institutions of North Carolina in the Matter of Student Residence Classification for Tuition Purposes.

Tuition Refunds

A tuition refund for the full amount of tuition and fees shall be granted if a student officially drops a class before the official starting date of the semester. Also, a student is eligible for a full refund if the class in which the student is officially registered fails to be offered due to class cancellation.

If a student officially drops a class on or before the 10% date of the semester, the student shall receive a 75% refund.

For classes beginning at times other than the first week (seven calendar days) of the semester, a full refund shall be made if the student officially withdraws from class prior to the first date of that section. A 75% refund shall be made if the student officially drops the class on or before the 10% point of the class.

For continuing education classes, a 75% tuition refund shall be made if the student officially withdraws from the class on or before the 10% point of the class. Specific course fees are not refundable unless the student officially withdraws at least 5 business days prior to the start of the class.

Where a student, having paid the required tuition for a semester, dies during that semester (prior to or on the last day of examinations), all tuition and fees for that semester shall be refunded to the estate of the deceased.

To comply with applicable federal regulations regarding refunds, federal regulations regarding refunds shall supersede state regulations when applicable.

Excused Absences and Tuition Refund for Military Service

In the event a student who is in the United States Armed Forces or National Guard has received temporary or permanent re-assignment as a result of military operations or State active duty during an academic term, RichmondCC shall grant excused absences, upon request of the student, for the period of time the student is on active duty.

If desired, the student shall receive the opportunity to make up any tests or other work missed during the excused absences and, when feasible, to continue classes and coursework during the academic term through online participation for the period of time the student is placed on active duty. The student shall also have the opportunity to receive a grade of incomplete (I) for the course(s) missed due to active duty assignment. However, the student must complete the course requirements within the period of time specified by the college to avoid receiving a failing grade for the course.

Upon request of the student, RichmondCC may remove the student from course(s) without penalty and grant a full refund of tuition and fees if the student is not able to complete the course(s) missed due to active duty assignment. To every extent possible, RichmondCC will assist students in coordinating with the bookstore for potential refunds on textbooks.

Textbooks

Books should be purchased at the bookstore during registration. A textbook usually costs between \$50 and \$125 depending upon the course. Students should budget from \$300 to \$400 per semester to cover the cost of textbooks.

Audit Students

Tuition and fees for audit students are the same as for regular students unless the student is eligible under the Special Provisions for Senior Citizens.

Tutoring

There is no charge to the student for tutoring services.

Academic Success Center

The Academic Success Center offers a large computer lab with multiple printers for student use and private study rooms with computers and whiteboards. The ASC organizes free tutoring to all RichmondCC students who are experiencing academic difficulty. Coordinators provide appropriate tutors and necessary study materials. Instruction is free, and there is no charge for the materials, reference guides, or tutors used by the students in the center. For more information go to <http://richmondcc.edu/student-services/tutoring-services>

Oral and Written Communications Center (OWCC)

The OWCC provides professional tutors in a comfortable environment to help RichmondCC students with any course involving a written or oral component. This valuable consultation service is completely free by appointment or walk-in if OWCC tutors are scheduled and available. For OWCC hours and more information, visit the Richmond CC website. If a student needs help with a paper or video upload assistance and cannot make it to campus, they can upload their work to the OWCC paper portal online to receive guidance and feedback. A direct link to the online paper portal:

https://forms.office.com/Pages/ResponsePage.aspx?id=55Kxv1s2G024Vo10N4cZ_3_vqYe_i9VEjOMHKPY24y5UMDBKRUU4WUUIWFFPRU5MQjRPUVVKTzE2Ri4u

Math Lab

The Math Lab has friendly, knowledgeable tutors who can help with questions from basic arithmetic up through calculus and differential equations. Students of all ability levels are welcome. The Math Lab is a free service; no appointment is necessary. Math tutors are available during lab hours to answer questions and give help on a one-on-one basis to currently enrolled students. The Math Lab provides a variety of resources, including practice tests, formula handouts, videos, and other useful information. For more information go to <http://richmondcc.edu/math-lab>

Test Proctoring Service

The Academic Success Center provides free test proctoring to the students of RichmondCC. Students from universities that have signed articulation agreements with RichmondCC are offered free test proctoring as well. Those students who are neither may schedule test proctoring for a \$25 fee (per exam) paid to the business office before testing. Appointments are made via the online scheduling system at <http://richmondcc.edu/proctor-scheduling>, and students must have a valid student ID when they arrive for their testing appointment. The Academic Success Center ensures the integrity and security of each exam through identification verification and direct supervision in a secure environment. Test proctors monitor students through the entirety of each assessment.

Upswing

Upswing is an online tutorial service that provides access to 24/7 academic support for all RichmondCC students at <https://richmondcc.upswing.io> using their self-service login. Through Upswing's online platform, students can connect with a network of live, in-person academic coaches in all subjects and courses offered at RichmondCC who can provide academic support at times when the college's tutors may be unavailable, such as nights or weekends. Students can connect with tutors who are immediately available or schedule a future tutoring session. Students

can get help with classes at times that best suit their schedules. There is no cost for students to use this online service.

Continuing Education Tuition and Fees

Type of Courses	Registration	Other Fee Charges
Adult Basic Education	None	None
Adult High School	None	None
HSE Completion	None	None
www.ged.com		Test fee – \$80.00
www.hiset.ets.org		Test fee – \$50.00
Occupational Courses		
1 – 24 hours	\$ 70.00	Textbooks and/or materials
25 – 50 hours	\$125.00	
51+ hours	\$180.00	
Self-Supporting Courses		Tuition varies

**Other fees may apply to certain continuing education courses*

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In compliance with legislation passed by the 1993 General Assembly, students who take the same occupational extension course more than twice within a five-year period shall pay tuition based on a formula involving the amount of funds generated by a student membership hour for occupational extension multiplied by the number of actual hours the class is to be taught. Students who can demonstrate course repetition is required by standards governing the certificate or licensing program in which they are enrolled are exempt.