

# FLORIDA DEPARTMENT OF EDUCATION



**CHARLIE CRIST**  
Commissioner

## Community College Memorandum #02-22 Division of Workforce Development Memorandum #02-05

### MEMORANDUM

**TO:** Community College Presidents  
School District Superintendents

**FROM:** J. David Armstrong, Jr., Interim Chancellor, Division of Community Colleges  
Loretta Costin, Director, Division of Workforce Development

**DATE:** May 29, 2002

**SUBJECT:** 2002-2003 Fees for Workforce Development Education Programs

Since the General Appropriations Act was silent on fees (other than college credit fees) for Workforce Development Education Programs, the following fee schedule is based on the schedule approved by the State Board of Education in January 2002. College credit fees will be addressed in a separate memorandum.

	Standard Fee Per Contact Hour	Standard Fee Per Credit Hour**
<b>Resident:</b> Vocational Certificate (PSAV) or Applied Technology Diploma*	\$1.38	\$ 41.40
<b>Full Cost:</b> Vocational Certificate (PSAV)	5.50	165.00
<b>Resident:</b> Adult General Education	.68	20.40
<b>Full Cost:</b> Adult General Education	2.73	81.90

\*Applied Technology Diploma programs may be offered by community colleges as vocational credit or college credit. When offered as college credit, college credit fees apply.

\*\*There are 30 contact hours in 1 credit hour.

Fees for students who are residents should be established to align with the above schedule. Section 239.117, Florida Statutes, provides that "Fees for students who are not residents for tuition purposes must offset the full cost of instruction." The additional fee for instruction for students who are not residents should be calculated by deducting the established Standard Fee from the Full Cost of Instruction. Students who are not residents are responsible for paying the Standard Fee and the Out-of-State Fee.

### **School Code Rewrite**

Most of Senate Bill 20E, the School Code Rewrite, ***takes effect January 7, 2003***. While this bill does not make major changes to the fees section, all statutory references will change. Where appropriate, we have included the new references. One terminology change that was made was the use of the word "Tuition." Tuition will now refer to the standard fee charged to students. Out-of-State fee will now relate to the portion of the fees that are charged to nonresidents. The following will be useful:

- Section 1009.22, Florida Statutes, Workforce Development Fees for both school districts and community colleges.
- Section 1009.25, Florida Statutes, organizes all fee exemptions for all sectors.
- Section 1009.26, Florida Statutes, organizes all fee waivers for all sectors.
- Section 1009.27, Florida Statutes, organizes references to fee deferrals for all sectors.

Another change brought about by the School Code Rewrite relates to those districts or colleges that border other states. Beginning in January, Section 1009.22(4), Florida Statutes states that:

"A district school board or community college board that has a service area that borders another state may implement a plan for a differential out-of-state fee."

### **Proviso language for Specific Appropriation 153A, Workforce Development Fund for school districts, provides that:**

- School districts are not required to decrease fees to meet the state adopted fee schedule.
- School districts may provide fee waivers for programs funded through Workforce Development Education appropriations for up to 8 percent of the fee revenues that would otherwise be collected.

### **Proviso language for Specific Appropriation 161, Workforce Development Fund for community colleges, provides that:**

- Community colleges are not required to decrease fees to meet the state adopted fee schedule.
- Community colleges may provide fee waivers for programs funded through Workforce Development Education appropriations for up to 8 percent of the fee revenues that would otherwise be collected.
- Identical fees shall be required for all community college students who take a specific course, regardless of the program in which they are enrolled.

### **Vocational Preparatory Instruction**

There has been some confusion about fees for Vocational-Preparatory instruction. The Department now considers Vocational-Preparatory instruction as an Adult Education course. Students receiving this instruction are fee-exempt, if they satisfy the fee exemption criteria for Adult Education students. However, Section 239.117(6)(a), Florida Statutes, further states: "Fee-nonexempt students enrolled in vocational-preparatory instruction shall be charged fees equal to the fees charged for certificate career education instruction. Each community college that conducts college-preparatory and vocational-preparatory instruction in the same class section **may** charge a single fee for both types of instruction." [School Code Rewrite reference is Section 1009.22 (3)(a)]

### **Fees for Continuing Workforce Education**

In 1999, the method for establishing fees for Continuing Workforce Education shifted to local school districts and community colleges. Section 239.117(6)(b) states:

Fees for continuing workforce education shall be locally determined by the school board or community college board. However, at least 50 percent of the expenditures for the continuing workforce education program provided by the community college or school district must be derived from fees. [School Code Rewrite reference is Section 1009.22 (3)(b)]

### **Authorized Fees**

In 1999, Section 239.117, Florida Statutes, was amended **to restrict fees to those expressly stated in law**. Section 239.117 (16) and (17), Florida Statutes, state:

(16) Community colleges and district school boards are not authorized to charge students enrolled in workforce development programs any fee that is not specifically authorized by statute. In addition to matriculation, tuition, financial aid, capital improvement, and technology fees, as authorized in this section, community colleges and district school boards are authorized to establish fee schedules for the following user fees and fines: laboratory fees; parking fees and fines; library fees and fines; fees and fines relating to facilities and equipment use or damage; access or identification card fees; duplicating, photocopying, binding, or microfilming fees, standardized testing fees; diploma replacement fees; transcript fees; application fees; graduation fees; and late fees related to registration and payment. Such user fees and fines shall not exceed the cost of services provided and shall only be charged to persons receiving the service. . . . [Rewrite reference is Section 1009.22 (3)(b)]

(17) Each district school board and community college board of trustees is authorized to establish specific fees for workforce development instruction not reported for state funding purposes or for workforce development instruction not reported as state funded full-time equivalent students. District school boards and district boards of trustees are not required to charge any other fee specified in this section for this type of instruction. [School Code Rewrite reference is Section 1009.22 (8)]

### **Financial Aid Fee**

School districts and community colleges are still *permitted* to collect, for financial aid purposes, up to an additional 10 percent of the student fees collected for *workforce development education programs* as stated in Section 239.117(8), Florida Statutes. [School Code Rewrite reference is Section 1009.22 (5)]

### **Capital Improvement Fee**

School districts and community colleges are still permitted to collect a separate capital improvement fee for capital improvements, technology enhancements, or equipping buildings which may not exceed 5 percent of the matriculation fee for resident students or 5 percent of the matriculation and tuition fee for nonresident students. For additional information see Section 239.117(15), Florida Statutes. [School Code Rewrite reference is Section 1009.22 (6)]

### **Technology Fee**

Section 239.117, Florida Statutes, permits a Technology Fee, but restricts the fee to associate degree programs and courses. [School Code Rewrite reference is Section 1009.22 (7)]

### **Fee Exemptions**

Fee exemptions are defined in Section 239.117 (3) and (4), Florida Statutes. [School Code Rewrite reference is Section 1009.25]

During the regular session, the following bills amended fee exemptions.

- CS/HB 245, amends references to fee exemptions for students in foster care to be called "Road to Independence Scholarships." Effective date: October 1, 2002.
- HB 161, extends the fee exemption for foster care children to children that are being cared for by a relative-caregiver under Section 39.5085, Florida Statutes. Effective date: July 1, 2002.
- CS/HB 1357, extends the death benefits related to education from children to children and spouses of law enforcement, correctional and correctional probation officers as defined in Section 112.19, Florida Statutes, and for firefighters as defined in Section 112.191, Florida Statutes. The benefits to the child continue until the child's 25<sup>th</sup> birthday. The benefits to the spouse commence within 5 years after the death occurs and shall continue until the 10<sup>th</sup> anniversary of the death. Effective date: July 1, 2002.
- SB 496, extends educational benefits to children of deceased or disabled veterans who serve in Operation Enduring Freedom. While this bill has not yet been sent to the Governor, if signed it will be effective on the date it becomes law.

Community College Presidents Memorandum #02-22  
School District Superintendents Memorandum #02-05  
Page 5  
May 29, 2002

This is a great deal of information to absorb. If you have questions regarding fees, please call or e-mail:

**Community Colleges:** Maybelle Montford, (850) 488-7926, ext. 120, SC 278-7926, ext. 120, or [maybelle@flccs.org](mailto:maybelle@flccs.org)

**School Districts:** Lynda Hartnig, (850) 921-4430, SC 291-4430, or [hartnil@mail.doe.state.fl.us](mailto:hartnil@mail.doe.state.fl.us)

JDA/LC/lh

c: Adult Education Directors  
Area Technical Center Directors  
Community College Occupational Deans  
Local Directors