

ADMINISTRATIVE MEMORANDUM

SUBJECT Twenty-Five Percent (25%) Tuition Surcharge

NUMBER 348

DATE September 15, 1994

This memorandum supersedes Administrative Memorandum #344. It establishes guidelines for campuses to impose a twenty-five percent (25%) tuition surcharge on undergraduates as required by subsection (b) of Section 89 of Chapter 321 of the 1993 Session laws as amended by Section 17.10 of Chapter 769 of the 1993 Session Laws (amendment underlined):

The Board of Governors of The University of North Carolina shall ensure that procedures are established that are necessary to impose a twenty-five percent (25%) tuition surcharge on students who take more than 140 degree credit hours to complete a baccalaureate degree in a four-year program or more than one hundred ten percent (110%) of the credit hours necessary to complete a baccalaureate degree in any program officially designated by the Board of Governors as a five-year program. The calculation of these credit hours taken at a constituent institution or accepted for transfer shall exclude hours earned through the College Board's Advanced Placement or CLEP examinations, through institutional advanced placement or course validation, or through summer term or extension programs. No surcharge shall be imposed on any student who exceeds the degree credit hour limits within the equivalent of four academic years of regular term enrollment, or within five academic years of regular term enrollment in a degree program officially designated by the Board of Governors as a five-year program. The Board shall report to the Joint Legislative Education Oversight Committee by April 1, 1994, on its recommendations for implementing this surcharge.

Effective fall 1994, all new undergraduates seeking a baccalaureate degree at your institution will be subject to this requirement.

"Counted Credit Hours"

The undergraduate credit hours to be counted for this requirement include: 1) all regular session degree-creditable courses taken at your institution including repeated courses, failed courses and those dropped after your official census date (normally the last date to add a course); and 2) all transfer credit hours accepted by your institution. However, the following credit hours shall be excluded from the calculation: (1) those earned through the College Board's Advanced Placement (AP) and College Level Examination Program (CLEP) or similar programs; (2) those earned through institutional advanced placement, course validation, or any similar procedure for awarding course credit, and (3) those earned through the summer session or degree-credit extension division on your campus or at another UNC institution.

Students Subject to the Surcharge

The surcharge should be imposed on all counted credit hours in excess of the threshold defined below for each of the following three categories of undergraduates:

1. For students earning a first baccalaureate degree in a program that requires no more than 128 credit hours, the surcharge shall be applied to all counted credit hours in excess of 140.
2. For students earning a first baccalaureate degree in a Board-approved program that requires more than 128 counted credit hours, the surcharge shall be applied to all credit hours that exceed 110 percent of the credit hours required for the degree. Such programs include those that have been officially designated by the Board of Governors as five-year programs, as well as those involving double majors, or combined bachelor's/master's degrees.
3. For students earning a baccalaureate degree other than their first, the surcharge shall be applied to all counted credit hours that exceed 110 percent of the minimum additional credit hours needed to earn the additional baccalaureate degree.

Students Exempt from the Surcharge

The surcharge should not be imposed on undergraduates who:

1. Complete a first baccalaureate degree program that has not been officially designated by the Board of Governors as a five-year program and whose counted credit hours were earned in eight (8) or fewer regular term semesters or the equivalent; or
2. Complete a first baccalaureate degree program that has been officially designated by the Board of Governors as a five-year program and take their counted credit hours in ten (10) or fewer regular term semesters or the equivalent.

How to Calculate the Surcharge

The surcharge should be imposed on tuition charged in the current semester and in subsequent semesters where a student's cumulative credit hour total—with that semester's courseload included—exceeds the threshold. The surcharge does not apply to required fees. More specific directions regarding the computation of the surcharge will be outlined in a separate Chart of Accounts memorandum to be distributed later.


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