

**SOUTH DAKOTA BOARD OF REGENTS**

**Budget and Finance**

**AGENDA ITEM: 7 – K**

**DATE: October 3-5, 2017**

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**SUBJECT: BOR Policy 5:5:3 – Tuition and Fees: Special Course Types (Emergency Approval)**

Attached are the proposed changes to BOR Policy 5:5:3 – Tuition and Fees: Special Course Types. The policy has been updated to include the purpose of the policy and definitions and put in the new format. Attachment I shows the proposed changes. No substantive changes have been made. The action indicates emergency approval to avoid two readings.

The policy has been reviewed by the necessary councils and the Council of Presidents and Superintendents.

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**DRAFT MOTION 20171003\_7-K:** I move emergency approval of the revisions to BOR Policy 5:5:3 – Tuition and Fees: Special Course Types.

## SOUTH DAKOTA BOARD OF REGENTS

### Policy Manual

**SUBJECT:** Tuition and Fees: Special Course Types

**NUMBER:** 5:5:3

#### A. PURPOSE

—To identify course types outside the standard delivery and to establish the tuition rate assessed for such courses.

#### B. DEFINITIONS

1. -Audited Course: A course in which a full-time or part-time student at a Regental institution enrolls but chooses not to receive a grade or credits.
2. -Independent Study: A course in which a student completes an individualized plan managed by a supervising faculty member in conjunction with the student's goals.
3. Correspondence Course: A course in which students receive lessons and assignments in the mail or by e-mail and returns the completed assignments in order to receive a grade.
4. Externally Supported Course: A course for academic credit sponsored by a third-party, including but not limited to groups, governmental agencies, businesses, associations, Regental campus entities financed by grant funds, and other entities.
5. Visited Course: A course in which a person who is not currently admitted or enrolled in a Regental institution may participate in the course without receiving academic credit.

#### C. POLICY

##### **1. Special Course Types**

- A1.1. Audited Courses: Courses may be audited for no credit. The audit fee assessed for students and employees is the established tuition and fee rate.
- B1.2. Internet Courses: All internet courses offered shall be assessed the ~~self-support off-campus~~ tuition rate.
- C1.3. Independent Study Courses: All independent study courses offered on campus shall be assessed the ~~state-support on-campus~~ tuition rate and fees. All independent study courses offered off campus shall be assessed the ~~self-support off-campus~~ tuition rate.
- D1.4. Correspondence Courses: Correspondence courses shall be assessed the ~~self-support off-campus~~ tuition rate, regardless of the location of the student.

~~1.5.~~ Externally Supported Courses: Use of this special ~~self-support-off-campus~~ rate for either undergraduate or graduate courses requires approval from the System Academic Officer.

1.5.1. Use of this rate has been approved for courses supported by ~~the~~, Title II, Part A, Improving Teacher Quality State Grants.

1.5.2. Use of this rate for other courses must be approved by the System Academic Officer before the course is advertised.

1.5.3. The third party must pay for the instructor's salary (see BOR Policy 2:12 and COHE agreement), course materials, and travel expenses for the instructor.

~~1.6.~~ Visited Courses: Participants in the Class Visitor Program will be assessed a ~~charge-fee~~ for each course they visit. Participants in this program will not be admitted to the system and will not be enrolled in the class(es) visited. The Class Visitor Program will be considered a non-credit offering and will be so administered.

1.7. ~~G 1.7~~—Nursing Courses: All nursing program courses, including support courses and internet delivered courses, are to be charged the ~~state-support-on-campus~~ tuition rate. Nursing programs courses delivered off-campus shall be charged ~~state-support on-campus~~ tuition, nursing delivery fee, and nursing program fee.

### **FORMS/APPENDICES:**

None.

### **SOURCE:**

—————~~BOR, October 2004; April 2007; June 2011;~~ 2017.