

SUMMER 2004 • FEES and COSTS

The cost of attending Long Beach City College can include enrollment fees, tuition fees for non-residents or international students, materials fees, health fees, College Services Card fees, and parking fees. Some fees are mandatory (required) and some, such as parking, are optional.

Enrollment fees

California Resident*	\$ 18**/unit
U. S. out-of-state	\$167/unit
International	\$174/unit

**At time of publication, student enrollment fees are \$18 per unit. Should the Governor's budget raise the enrollment fee, students will be responsible for the difference.

* CALIFORNIA RESIDENCY REQUIREMENTS

In order to qualify for the \$18 per unit fee, a student must prove their California residence by documents that are dated one year prior to the semester they plan to attend. The documents we accept are California driver's license, voter registration, car registration, etc. No single document is necessarily conclusive proof. California residence cannot be granted if there is evidence of any such documents from another state. Residence for unmarried minors (those under 18) will be determined by the residence of the parent or guardian with whom the student lives or last lived. Students must establish that they have lived in California with the intent to become a permanent resident for more than one year before the start of the semester they plan to attend.

If you are not a U.S. citizen, you must prove citizenship status. The citizenship material, in most cases, must be one year old prior to the semester of enrollment. Non-U.S. citizens must provide evidence (such as a green card, visa or passport) of immigration status before eligibility of California residency can be assessed.

Members of the military who are residents of other states may be granted resident status and have non-resident tuition waived. The person must be assigned on active duty in California, not for educational purposes. This may also apply for dependents of military personnel (check with the Admissions Office).

These are not all of the residency requirements of the State of California. If you are unsure of your residency, please bring your documents to the Admissions office during business hours.

Materials Fees

Students must pay for instructional materials fees at the time of registration except when that cost is small or required by law to be furnished by the district.

Materials fees are listed under each class - FOR EXAMPLE:

COMIS 1A **Using the IBM Microcomputer** **1.0**

Transfer to CSU, see a counselor for limitations

Students must attend both class listings-lec/lab components.

Note: \$2.50 material fee paid at registration

Student Health fee

A health fee of \$9 for the Spring semester will be charged upon registration, unless students meet one of the exemptions listed below:

- Students who qualify for the Board of Governors Fee Waiver (BOGW) or are indentified by the Financial Aid Office as qualifying for exemption under Education Code Section 72252.(1).
- Any student who depends exclusively on prayer for healing in accordance with the teachings of a bona fide religious sect, denomination, or organization. Documentary evidence of such an affiliation is required.
- Students attending college under approved apprenticeship training program under Section 76355 (c) (2)

The Student Health Services Offices are located on both campuses and are staffed by a registered nurse.

Student Health Services include:

- Health assessment
- Health referrals
- First aid treatment
- Health counseling
- Blood pressure check
- Pregnancy tests
- Vision screening
- Hearing screening
- Over-the-counter medications for colds, flu and headache
- Health-related programs such as the annual LBCC health fair
- Insurance coverage for accidents occurring on campus or at off-campus, college-sponsored events (\$50 deductible).

College Services Card fee

This optional **\$10 College Services Card fee** provides each student with a College Services Card. When validated, this card serves as your official student identification and must be presented when requested by faculty or staff to verify student status. This card also is required for library check-out, open-access computer labs, scholarship eligibility, book buy-back, check cashing, bookstore discounts (including a 5% discount on textbooks), purchase of bus passes or money orders and more. **Every student** must comply with the College Services Card fee in one of three ways: (1) pay the fee, (2) obtain a loan, or (3) obtain a "Surrender of Benefits". **One of these three options must be selected or your OLE web and/or telephone registration will be cancelled and you will lose your classes.**

You may receive information regarding additional benefits and services provided by the College Services Card, as well as obtain a loan or "Surrender of Benefits" from the Student Affairs Office at LAC or the Student Life Office at PCC. This must be completed prior to the submission of your registration materials. **Lost or damaged cards:** See the ASB Bank. A replacement fee will be charged.

Parking fees

Parking fees are optional. Students who purchase a parking pass are entitled to park a car or motorcycle in campus lots designated for students.

The Summer 2004 parking fee is \$15 for all students.

Parking fees are paid during registration. After registration, a parking permit may still be purchased at the Cashier's Office on either campus. **Parking without a pass may result in your vehicle being cited and/or towed. LBCC students are encouraged to purchase a parking pass.**

The current PARKING TICKET FINE is \$37
(subject to change.)

Your account summary total will reflect all fees and charges as outlined on page 13 in the Summer 2004 Schedule of Classes.

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Registration Fee Chart — Spring 2004 \$18** per unit — California residents

Units	1	2	3	4	5	6	7	8	9	10
College Services Card	\$10	\$10	\$10	\$10	\$10	\$10	\$10	\$10	\$10	\$10
Enrollment	\$18	\$36	\$54	\$72	\$90	\$108	\$126	\$144	\$162	\$180
Health	\$9	\$9	\$9	\$9	\$9	\$9	\$9	\$9	\$9	\$9
TOTAL	\$37	\$55	\$173	\$91	\$109	\$127	\$145	\$163	\$181	\$199
With \$15 Parking Fee	\$52	\$70	\$88	\$106	\$124	\$142	\$160	\$178	\$196	\$214

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Registration enrollment fees are based on your residence. All students who are U.S. citizens and have lived in California for at least one year and can provide proof of intent to become a permanent California resident, pay \$18 per unit. For complete residency rules, please see page 12. If you are eligible for some form of government economic assistance, please pay the fees as directed by your particular plan.

The easiest method of payment for **Priority Registration Systems** is credit card (VISA/MasterCard only)

You have three options to pay:

- By credit card (Visa or MasterCard only)
- In person at the Cashier's Office on either campus.
- By U.S. Mail to:

Cashier - Fiscal Operations Office
Long Beach City College
4901 East Carson Street
Long Beach, California, 90808.

Payment is due immediately upon enrollment.

YOU MUST PAY YOUR FEES WITHIN THREE (3) BUSINESS DAYS OR YOUR REGISTRATION MAY BE CANCELLED.

If you choose the mail option, the Cashier will post your payment within a week of receiving it.

A service fee of \$10 is charged for processing a refund transaction except for those resulting from cancellation of a class by the college or unused overpayments. This means if you drop a class after your initial registration has been paid, any refund due you will reflect a \$10 processing fee.

If you mailed your payment to the Cashier's Office:

Wait approximately 5-7 business days, then either:

- call the automated telephone registration line, (562) 938-4730
- go to [View My Account Summary](#) on OLE web to determine if your payment has been processed.

REFUND PAYMENTS

The only form of payment that Long Beach City College uses to issue refunds is in the form of a check. Therefore if you use a credit card to pay for any registration transaction and you later drop any or all of your classes, within the required refund period, we will not credit your credit card account. You will receive your refund check, in the same manner as all students, during the refund period. Refunds will automatically be mailed to your last known address. A \$10 service charge will be assessed for ALL refunds.



IF YOU WISH TO DROP CLASSES

It is the student's responsibility to drop by the official deadline. If you wish to receive a refund, transfer enrollment fee or nonresident tuition from one class to another you must officially withdraw or transfer within the period defined below. The period depends on the length of the class, regardless of when you enroll. If you wish to drop a class and not have a "W" on your record, you must officially drop within the period defined below. Go to the Admissions Office for questions regarding withdrawal deadlines and guidelines.

1. Classes nine (9) weeks or longer: You have two (2) weeks in which to withdraw and not receive a grade of "W" and receive a refund. That means you have to officially drop the class by the end of the second week of the class. After the second week, transfers may only be made within the same academic discipline, provided that permission is granted by the instructor.
2. Classes three (3) through eight (8) weeks in length: You have one (1) week in which to withdraw and not receive a grade of 'W' and receive a refund. That means you have to officially drop the class by the end of the first week of the class. After the first week, transfers may only be made within the same academic discipline, provided that permission is granted by the instructor.
3. Classes less than three (3) weeks in length: You have only the first class meeting in which to withdraw and not receive a grade of W, and receive a refund. That means you have to officially drop the class by the end of the first class meeting day.