

**MAINE COMMUNITY COLLEGE SYSTEM
PROCEDURES MANUAL**

**FINANCIAL AFFAIRS
Section 707.1**

SUBJECT: FEE STRUCTURE PROCEDURE

PURPOSE: TO ADDRESS MCCS STUDENT FEES

PHILOSOPHICAL STATEMENT ON TOTAL COST

The Board of Trustees believes that access to higher education is the key to Maine's economic prosperity and socio-economic mobility for all Maine people. Those beliefs form the cornerstone of the Board's goal of maintaining high-quality, affordable options to higher education for all Mainers.

FEE CATEGORIES

ALL fees assessed by a college must fall within one of the four categories below.

1. COMPREHENSIVE FEE

The Comprehensive Fee, set by the Presidents Council, shall not exceed 30 percent of the tuition set by the Board of Trustees. This per credit hour fee is directly associated with the educational supplies, miscellaneous minor equipment, and other consumable materials required to effectively deliver courses and programs.

2. THIRD-PARTY SERVICES FEES

Third-party services fees cover costs that benefit the student. These fees cover costs associated with the purchase of service and materials that benefit a student enrolled in a specific program or course. Examples include industry certification or licensure; certification of licensure test preparation fees, uniforms or clothing; equipment or supplies; or access to program-required software applications. Third-party service fees may also cover costs associated with services provided in the residence hall (e.g. cable, recreation, health services); services purchased by the college for the benefit of the student (e.g. health and/or accident insurance); student requested services (e.g. residence hall phone, internet connection, recreation service, payment plan); or for portfolio or life experience evaluations and/or challenge exams.

3. STUDENT SERVICES AND SUPPORT FEES

Student Services and Support fees support student activities including clubs and organizations; wellness; college activity advisors, commencement, new student orientation, and expenses incurred by the colleges. The fees also support transportation including parking and public bus transportation, where available.

4. ROOM & BOARD

This fee includes assessments for residential students covering dormitory room fees and food service (*established by Board policy*) and other such costs associated with residential life.

Room and Board is intended to fully support on-campus housing and food services for residential students. Recognizing that over 80 percent of degree-seeking students attending Maine's community colleges receive some form grant-based aid, the combination of room and board should not exceed the current market conditions for higher educational institutions and should be reasonably insulated from significant changes in the total cost of attendance.

To achieve those guidelines, each college president will establish room and board fees within limits set by the Board of Trustees as follows:

College presidents will assess current room and board rates within the college's region using the University of Maine institution in the college's region to establish the maximum combined room and board fee for the community college in the comparable region and in no event shall the combined room and board fees increase by more than 10 percent from the prior years' room and board fees.

REFERENCES: MCCS Policy 707

DATE ADOPTED: April 24, 2002

DATE(S) AMENDED: January 26, 2010; August 13, 2024