

**Roger Pelser**

**From:** Martin, Greg [Greg.Martin@fldoe.org]

**Sent:** Monday, August 28, 2006 3:18 PM

**Subject:** NEW FEE SURVEY

**Attachments:** Conversion Chart.pdf; Fee Memo Attachment to Survey.pdf; Fee Memo Survey 2006-07.xls

**MEMORANDUM**

**To:** District Adult Education Directors  
School District Local Vocational Directors  
Vo-Tech Center Directors

**From:** Tara Goodman  
Director, Budget and Accountability for Workforce Education

**Subject:** 2006-07 Workforce Education Fees

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The General Appropriations Act provides that all school districts *must* increase workforce education fees by 2.5%. In order for the Department of Education to effectively monitor and report on the workforce education fees, we are requesting a response to the attached fee survey regarding your district's tuition, financial aid, and capital improvement fees for postsecondary adult vocational and adult education fees. For your reference, also attached is a copy of the fee memo that was distributed on May 31, 2006, a listing of fees charged in 2005-06 as reported to DOE, and a chart to assist in calculating your new fees.

Please note that the survey requests a separate accounting of each type of fee allowed by statute – *tuition, financial aid and capital improvement fees*. Financial aid and capital improvement fees are allowed by statute but are optional to the district.

Your prompt and accurate response is greatly appreciated. The due date for the survey to be returned is September 30, 2006. If you have additional questions, please contact Greg Martin at 850-245-9060, Suncom 205-9060.

TGG/gkm

Attachments (3)

Please take a few minutes to provide feedback on the quality of service you received. The Department of Education values your feedback as a customer. Commissioner John L. Winn is committed to continuously assessing and improving the level and quality of services provided to you by Department staff. Simply click on this link to the "DOE Customer Survey". Thank you in advance for completing the survey.

[DOE Customer Survey](#)

10/10/2006

**Workforce Education Fees  
2006-2007**

The General Appropriations Act provides that school districts **shall** increase workforce education fees by 2.5%. The following table provides the minimum and maximum "Tuition" and "Out-of-State Fee" limits for 2006-07 and should only be used as reference. The actual rate that your district must use will vary depending on the rates established by your district for 2005-06. **Each district must increase last year's Tuition by 2.5% and the 2006-07 tuition and fees must fall within the range provided in the table below.** The attachment titled "2006-07 District Workforce Education Fee Increase Table" is provided to assist your district in establishing tuition and fees for 2006-07. Contact Greg Martin to if you wish to receive an additional worksheet to assist in determining your 2006-07 fees, including any "Student Financial Aid" and "Capital Improvement" fees your district may wish to charge.

Type of Fee	Tuition Range Per Contact Hour
<b>Vocational Certificate (PSAV) or Applied Technology Diploma (ATD)</b>	
<b>Resident Tuition</b>	\$1.56 - 1.67
<b>Additional Out-of-State Fee</b>	\$4.66 - 5.00
<b>Full Cost: (Tuition + Out-of-State Fee)</b>	\$6.22 - 6.67
<b>Financial Aid Fee</b>	You may charge up to 10% of the sum of Tuition and "Out-of-State Fee"
<b>Capital Improvement Fee</b>	You may charge up to 5% of the sum of Tuition and "Out-of-State Fee"

Type of Fee	Tuition Range Per Contact Hour
<b>Adult General Education</b>	
<b>Resident Tuition</b>	\$0.77 - 0.83
<b>Additional Out-of-State Fee</b>	\$2.32 - 2.49
<b>Full Cost: (Tuition + Out-of-State Fee)</b>	\$3.09 - 3.32
<b>Financial Aid Fee</b>	You may charge up to 10% of the sum of Tuition and "Out-of-State Fee"
<b>Capital Improvement Fee</b>	You may charge up to 5% of the sum of Tuition and "Out-of-State Fee"

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

In 1999, the method for establishing fees for Continuing Workforce Education shifted to local school districts. Section 1009.22(3)(b), Florida Statutes (F.S.), states:

Fees for continuing workforce education shall be locally determined by the school board. However, at least 50 percent of the expenditures for the continuing workforce education program provided by the school district must be derived from fees.

### **Tuition Statutes**

Statutes relating to fees were reorganized during the School Code Rewrite. The following are the current statutory references related to Workforce Fees.

Section 1009.22, F.S., Workforce Development.

Section 1009.25, F.S., organizes all fee exemptions for all sectors.

Section 1009.26, F.S., organizes all fee waivers for all sectors.

Section 1009.27, F.S., organizes references to fee deferrals for all sectors.

### **Resident Tuition**

Tuition for students who are residents should be established to align with the above schedule.

### **Nonresident Fees**

Section 1009.22(10), F.S., Workforce Development Postsecondary Student Fees, provides that "Except for otherwise provided in law, fees for students who are not residents for tuition purposes must offset the full cost of instruction." Students who are not residents are responsible for paying the Tuition and the Out-of-State Fee, which totals the Full-Cost of Instruction.

### **Financial Aid Fee**

School districts 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 1009.22(5), F.S.

**Capital Improvement Fee**

School districts 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 tuition fee for resident students or 5 percent of the tuition and out-of-state fee for nonresident students. For additional information see section 1009.22(6), F.S.

**Other Fees**

Section 1009.22(8) and (9), F.S., states:

(8) Each district school board 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.

(9) 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, 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. . . .

**Fee Exemptions**

Fee exemptions are defined in section 1009.25, F.S.

**Fee Waivers**

Fee Waivers are defined in section 1009.26, F.S. 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.



**Differential Out-of-State Fee**

Section 1009.22(4), F.S., provides that a district school board that has a service area that borders another state may implement a plan for a differential out-of-state fee.

**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 1009.22(3)(a), F.S., further states: "Fee-nonexempt students enrolled in vocational-preparatory instruction shall be charged fees equal to the fees charged for certificate career education instruction."

**Contacts**

If you have any questions about these issues, please contact Greg Martin at (850) 245-9060, SC 205-9060 or via e-mail to [greg.martin@fldoe.org](mailto:greg.martin@fldoe.org).