

**FEE CARD THIS FORM MUST BE RETURNED WITH CHECK PAYABLE TO: COLLEGE OF THE CANYONS**

NAME: _____ <small style="display: block; text-align: center;">Last First</small>	ID #: _____
Credit by Examination FEE – \$45.00 per unit	<p><b>OFFICE USE ONLY:</b></p> <p>Catalog/paper \$3.00</p> <p>Schedule of Classes/paper \$1.00</p> <p>Reg Fees \$ _____</p> <p>_____ \$ _____</p> <p>Circle one Sp Su Fa WI Date: _____</p> <p>Student ID # _____</p> <p>RECEIPT # _____</p> <p>CASHIER INITIALS: _____</p> <div style="border: 1px dashed black; padding: 5px; display: inline-block;"> <p>CASH CHECK</p> </div>
Enrollment FEE – \$36.00 per unit	
HEALTH FEE (MANDATORY) Fall/Spring – \$17.00 Winter/Summer \$14.00	
PARKING PERMIT FEE Fall/Spring – \$40.00 Winter/Summer \$20.00	
STUDENT REPRESENTATION FEE – \$1.00	
STUDENT SUPPORT FEE (Optional) Fall/Spring – \$15.00 Summer/Winter \$10.00	
INTERNATIONAL & NON-RESIDENT TUITION (If applicable) \$155.00 + \$36.00 Enrollment/unit + \$10/unit Capital Outlay fee	
STUDENT CENTER FEE \$1.00 per unit/\$10 max. per academic year	
<b>Bursar Rev. 5/11</b>	

**COC WILL NOT ACCEPT RESPONSIBILITY FOR LOST OR MISDIRECTED MAIL.**

Date Registered: \_\_\_\_\_ Month/Day/Year Telephone Number: \_\_\_\_\_

Method of Payment: (Check one):  Check  Money Order

Do you have a Financial Aid Award?  Yes  No (If yes, indicate type:)

BOGW  Pell Grant  Loan  Other  Don't Know

Do not send cash – Please return payment coupon with payment.  
A print-out of your classes and a parking decal (if purchased) will be mailed to you.

**CHANGE OF NAME/ADDRESS/PHONE NUMBER FORM**

Name: _____	Date of Birth: _____
SSN/ID #: _____	Phone Number: _____
<input type="checkbox"/> <b>CHANGE OF NAME</b>	
<b>CHANGE NAME FROM:</b>	<b>CHANGE NAME TO:</b>
_____ <small>Last Name</small>	_____ <small>Last Name</small>
_____ <small>First Name</small>	_____ <small>First Name</small>
_____ <small>Middle Name</small>	_____ <small>Middle Name</small>
<input type="checkbox"/> <b>CHANGE OF PHONE NUMBER</b>	
<b>CHANGE PHONE NUMBER FROM:</b>	<b>CHANGE PHONE NUMBER TO:</b>
Home Phone: _____	Home Phone: _____
Cell Phone: _____	Cell Phone: _____
Business Phone: _____	Business Phone: _____
<input type="checkbox"/> <b>CHANGE OF ADDRESS</b>	
<b>Legal Address (Can't be a P.O. Box):</b>	<b>Mailing Address (If different than Legal, P.O. Box Okay):</b>
_____ <small>Number and Street Name</small> Apt. # _____	_____ <small>Number and Street Name</small> Apt. # _____
_____ <small>City</small> State Zip _____	_____ <small>City</small> State Zip _____
Signature: _____	Today's Date: _____

## HOW TO PAY

### FEES

Fees are due within seven calendar days of the day you register each term, at the time materials are acquired, or when certain services are rendered. All fees are established by action of the Board of Trustees of the Santa Clarita Community College District and the California State Legislature. College of the Canyons assesses a \$25.00 fee for returned checks.

Each student is required to pay an enrollment fee when registering at a community college in California. Students can pay online using the My Canyons link. Please log in, then click **Pay My Bill**. The enrollment fee and other fees are subject to change during the academic year. For the 2011-2012 academic year the current enrollment fee is \$36 per unit. The enrollment fee is set by the State Legislature and can change at any time during the academic year.

Enrollment Fee . . . . .	\$36 per unit
Annual Student	
Center Fee <sup>1</sup> . . . . .	\$1 per unit/\$10 maximum
Audit Fee (Paid in Community	
Education Office). . . . .	\$15/unit
Credit by Examination Fee <sup>2</sup> . . . . .	\$45.00
Health Fee (Semester) <sup>3</sup> . . . . .	\$17.00
Health Fee (Summer/Winter) <sup>3</sup> . . . . .	\$14.00
International & Non-resident	
Student Tuition . \$155 <i>plus</i> \$36 Enrollment fee per unit	
. . . . . <i>plus</i> \$10 Capital Outlay fee per unit	
Official Transcript (two free). . . . .	\$5.00
Official Transcript (2 business days). . . . .	\$10.00
Official Transcript (on demand). . . . .	\$15.00
Refund Processing Fee (once classes begin) . . . . .	\$10.00
Parking Fee (Semester) <sup>4</sup> . . . . .	\$40.00
Parking Fee (Winter/Summer) . . . . .	\$20.00
Parking Fee (Motorcycles) . . . . .	\$15.00
Student Representation Fee . . . . .	\$1.00
Student Support Fee* <i>Optional</i>	
(Fall/Spring) . . . . .	\$15.00
Student Support Fee* <i>Optional</i>	
(Winter/Summer). . . . .	\$10.00
Catalog . . . . .	\$3.00
Schedule of Classes . . . . .	\$1.00

<sup>1</sup>**Student Center Fee:** Students who qualify for the BOGW-A fee waiver are exempt from paying the Student Center Fee. Contact the Financial Aid Office for further information.

<sup>2</sup>**Credit by Exam Fees:** The \$36.00/unit plus \$9.00/unit credit by exam fee applies equally for resident, non-resident and international students. See the Credit by Exam policy and procedure for more information.

<sup>3</sup>**Health Fee:** College of the Canyons requires all students attending college, both full and part time, to pay the health fee as outlined in California Education Code section 76355. According to statute, students who fall into one of the following categories may apply for an exemption to the health fee: dependence on prayer for healing, apprentices, and low income students eligible for a Board of Governors Enrollment Fee Waiver. Exemption forms are submitted to the Student Business Office on the Valencia campus or the Canyon Country campus in Quad 1.

<sup>4</sup>**Parking Fee:** Students with a BOGW-A fee waiver will have their parking fee waived. Students with a BOGW-B or C fee waiver will pay \$20 per semester and \$10 for Winter or Summer parking.

### Capital Outlay Fee

The Capital Outlay Fee is charged to all nonresident and international students to contribute to the cost associated with capital outlay of the District. This fee can be waived for any student who can demonstrate economic hardship. Economic hardship is defined as any student who is a recipient of benefits under the Temporary Assistance for Needy Families program described in Part A of Title IV of the Social Security Act (42 E.S.C. Secs. 601 et seq.), the Supplemental Income/State Supplementary Program, or a general assistance program. Students must provide documented evidence of receiving the benefits dated within the last year. All documentation must be provided to the Student Business Office prior to the refund deadline of the term charged. The fee can also be waived for a student who is a victim of persecution or discrimination in the country in which the student is a citizen and resident. The student must show court documented evidence or USCIS documentation of persecution or discrimination.

### Student Center Fee and Student Representation Fee

Students who qualify for the BOGW-A fee waiver are exempt from paying the Student Center Fee and/or the Student Representation Fee. Contact the Financial Aid Office for further information.

### Continuing Education Fees (noncredit classes)

College of the Canyons offers a variety of noncredit adult education classes. These courses are financially supported by the state of California and are offered to you tuition free. Some courses may have an instructional materials fee, such as the Canyons Emeritus Chorus. Instructional materials fees may be paid at the Student Business Office following registration. For detailed information please contact the Continuing Education Office at 661-362-3304. Please see information below regarding instructional material fees.

### Drop for Non-Payment

Once registration is complete, your fees are due. If you have not paid your fees within seven (7) calendar days, you may be dropped for non-payment. All payments must be received no later than the seventh calendar day by mail, in-person, or online. To make payment online, please visit My Canyons on [www.canyons.edu](http://www.canyons.edu).

### Instructional Materials Fees

Some courses at College of the Canyons require an instructional materials fee. The fee is used to supply the student with materials of particular value outside the classroom setting. Such materials include, but are not limited to textbooks, sheet music, tools, equipment, clothing, and those materials which are necessary for a student's vocational training and employment. In most cases, these materials are being provided at or below cost