



**FISCAL YEAR 2021-2022**

**OPERATING BUDGET**

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## **BUDGET PLANNING**

Highline College began our budget planning early in the fall of 2020, in response to the Governor's announcement(s) of potential state budget cuts of up to 15 percent, due to the on-going COVID-19 pandemic. During the early legislative session in January 2021, the Governor initially proposed the suspension of COLAs and furloughs for most state employees. However, by late May 2021, with the state economic conditions significantly improved and with the additional infusion of the federal stimulus money, the Legislature passed a state budget that contains essentially no reductions to our FY2021-22 budget.

As part of our budget planning process, the Budget Advisory Council, composed of representative members from across our college (see Appendix A), recommended the following budget planning principles.

### **Budget Planning Principles**

Highline College budget planning process shall:

1. Be conducted in a deliberate, inclusive, transparent, and financially sustainable manner to support both short-term and long-term goals;
2. Focus on student success, including academic excellence, enrollment, persistence, and completion;
3. Support mission fulfillment, innovation, and institutional excellence, as well as aligning with the strategic planning processes and vision;
4. Ensure a safe, healthy, and accessible learning, teaching, and service environment for our students, faculty, and staff;
5. Promote alternative funding opportunities, including grants, external funds, partnerships and sponsorships.

In addition, Executive Cabinet established five budget planning priorities for the FY2021-22

### **Budget Planning Priorities - Institutional**

Highline College budget planning shall focus on the following institutional priorities:

1. Preparation for returning to face-to-face/on-campus operations
2. Stabilization of ctcLink
3. Strategic & Equity Plan
4. Enrollment management
5. Guided Pathways initiative

## FISCAL YEAR 2021-2022 OPERATING BUDGET

REVENUE SOURCE	2021-22 PROJECTION		2020-21 BUDGETED	2020-21 ACTUAL
State Allocation	\$ 37,038,178		\$ 36,988,306	\$ 36,973,932
Tuition	\$ 10,848,600		\$ 11,002,230	\$ 11,329,579
Running Start	\$ 8,925,747		\$ 8,790,062	\$ 9,574,592
International Student Programs	\$ 1,979,400		\$ 2,421,750	\$ 2,322,516
Grants & Contracts	\$ 5,297,222		\$ 5,297,222	\$ 6,061,945
Student Fees	\$ 1,429,822		\$ 1,450,124	\$ 1,467,930
Extended Learning	\$ 424,712		\$ 424,712	\$ 821,117
Interest and Investments	\$ 185,176		\$ 185,176	\$ 73,149
Bookstore	\$ 737,266		\$ 589,813	\$ 800,244
Parking & Transportation	\$ 383,959		\$ 365,675	\$ 412,862
Auxiliary Enterprises	\$ 242,087		\$ 242,087	\$ 326,764
Carry-forward from 2020-21	\$ 2,130,272		\$ 650,000	\$ -
<b>SUBTOTAL</b>	<b>\$ 69,622,440</b>		<b>\$ 68,407,157</b>	<b>\$ 70,164,630</b>
Federal - CRRSSA Institution (remaining)	\$ 2,635,320		\$ 2,390,634	\$ 2,145,948
Federal - HEERF III Institution (all)	\$ 3,519,738			
<b>TOTAL ALL REVENUES</b>	<b>\$ 75,777,498</b>		<b>\$ 70,797,791</b>	<b>\$ 72,310,578</b>
<b>FEDERAL RELIEF - STUDENT AID</b>				
Other - CARES Student Aid			\$ 1,485,796	\$ 1,030,215
Other - CRRSSA Student Aid	\$ 2,215,450			
Other - ARPA/HEERF III Student Aid	\$ 5,781,319			
<b>TOTAL FEDERAL RELIEF Student Aid</b>	<b>\$ 7,996,769</b>			

<b>EXPENDITURE CATEGORY</b>	<b>2021-22 PROJECTION</b>	<b>2020-21 BUDGETED</b>	<b>2020-21 ACTUAL</b>
Professional/Exempt	\$ 12,928,844	\$ 12,303,844	\$ 12,052,315
Hourly	\$ 1,246,226	\$ 993,176	\$ 1,115,110
Faculty FT	\$ 12,897,587	\$ 12,681,993	\$ 12,233,899
Faculty PT & Stipends	\$ 9,158,560	\$ 8,712,360	\$ 9,444,884
Classified Staff	\$ 8,343,735	\$ 8,057,163	\$ 7,650,275
Benefits	\$ 15,601,233	\$ 14,414,786	\$ 14,331,489
Contracts, Goods & Services	\$ 6,647,625	\$ 6,142,647	\$ 6,392,977
Travel	\$ 350,000	\$ 72,328	\$ 58,676
Equipment	\$ 1,281,051	\$ 854,034	\$ 1,170,039
Debt Service	\$ 170,000	\$ 170,000	\$ 128,412
Bookstore - Cost of Goods Sold	\$ 602,500	\$ 482,000	\$ 653,703
Student Aid Grants (exclude Federal Relief)	\$ 1,902,625	\$ 1,886,154	\$ 1,882,891
SBCTC ctcLink Project Shortfalls	\$ 405,435		
Student Debt Relief Program	\$ 225,500		
Transfer - Foundation Contracts	\$ 412,000	\$ 450,000	\$ 514,050
Transfer - Foundation CV Lost Revenue	\$ 354,578	\$ -	\$ 170,409
Transfer - Operational Contingencies	\$ 750,000	\$ 1,100,000	\$ 1,306,401
Transfer - Capital Projects	\$ 2,500,000	\$ 500,000	\$ 1,724,776
<b>TOTAL ALL EXPENDITURES</b>	<b>\$ 75,777,498</b>	<b>\$ 68,820,485</b>	<b>\$ 70,830,305</b>
<b>FEDERAL RELIEF - STUDENT AID</b>			
Other - CARES Student Aid		\$ 1,485,796	\$ 1,030,215
Other - CRRSSA Student Aid	\$ 2,215,450		
Other - ARPA/HEERF III Student Aid	\$ 5,781,319		
<b>TOTAL FEDERAL RELIEF Student Aid</b>	<b>\$ 7,996,769</b>		

## **OPERATING BUDGET OVERVIEW**

The FY2021-22 Operating Budget is being provided to the Board of Trustees with the latest information and data available at the current time. The College will closely monitor budget changes and provide updates to the Board as necessary during the year.

This finalized Operating Budget is slightly revised from the preliminary Operating Budget, provided to the Board of Trustees in June 2021. These revisions are as follows:

- All remaining/undrawn federal HEERF grant funds (institutional portion) are now included in this FY budget, instead of spreading out over a two-year draw schedule.
- All remaining/undrawn federal HEERF student aid funds are budgeted separately from the college operating budget, as these funds are dedicated exclusively for student financial aid.
- Guided Pathways and Hi-Demand provisos are budgeted as part of the applicable expenditure categories (not as separate line items as in the previous year).

### **Revenue**

State allocations are currently budgeted for approximately \$37M as of Allocation # 2 (August 17, 2021). State allocations include the following major funding categories:

- Continuing from the previous year:
  - Guided Pathways initiative of \$1.7M
  - High-Demand faculty salary enhancements of \$641K
  - Nursing Educator salary & program enhancements of \$544K
  - Federal Way Education Center of \$500K
- New funding for this year:
  - COLA increase of 1.7% for state-funded faculty positions
  - Equity & Access (SB5194) initiative of \$195K
  - Diversity Initiative (SB5227) of \$66K
  - Homeless Students Initiative of \$98K
- Total state allocation also includes adjusted Worker Retraining Proviso of \$1.6M
- Total state allocation is based on Highline College's assigned (state) target of 6,106 FTES.

Tuition is budgeted at approximately \$10.8M, representing a slight reduction from the previous year, reflecting our on-going concern with enrollment during the pandemic.

Running Start is budgeted at approximately \$8.9M, representing a conservative approach due to continuing uncertainty of the pandemic. The budgeted amount represents a full reimbursement rate for approximately 1,100 Running Start students (FTE equivalent) for FY2021-22.

International Student enrollment is expected to be decreased due to COVID-19 as well as restrictive visa requirements. For 2021-22, we are projecting for a revenue of only \$1.9M representing an enrollment of about 200 full-time equivalent International students.

Grants and Contracts revenue has been very in flux in the previous year. Excluding the federal stimulus (HEERF), we are projecting approximately \$5.3M in revenue for Grants & Contracts for the fiscal year 2021-2022, based on current and existing grants and contracts.

Extended Learning revenue was surprising strong in 2020-21 despite the pandemic. However, given the continuing uncertainty due to COVID-19, we are maintaining the revenue projection of \$424K for the FY2021-22.

Bookstore revenue has been declining for the last several years due to changing business environments and conditions. The pandemic has also greatly impacted our overall sales. Projected revenue of \$737K represents a conservative approach compared to actual revenue from 2020-21.

Parking and Transportation Fee is projected to be \$383K, primarily based on the collection of the student transportation and safety fee. Highline College had suspended all parking permit fees since the beginning of the pandemic. We are not planning to reinstate parking permit requirements until a full return to face-to-face operations.

Auxiliary Enterprises (facility rentals) is projected to generate approximately \$242K, primarily from the long-term facility rental of our childcare building.

In FY2020-21, we had planned to transfer \$650K from fund balance to supplement the operating budget. However, due to the availability of the federal HEERF money, the college did not utilize the fund balance transfer. The college in fact ended the FY2020-21 with a net balance of approximately \$1.4M. Altogether, the college has approximately \$2.1M (650K of unspent + 1.4M of net balance) in carry-forward fund balance.

The college plans to drawdown (expend) all of the federal stimulus (HEERF-institutional) grant of approximately \$6.1M in the FY2021-22.

The college also intends to distribute all of the federal stimulus (HEERF-student aid) grant of approximately \$8M in the FY2021-22.

Our total revenue budget for FY2021-22 is projected to be approximately \$75.7M, inclusive of all funding sources, EXCEPT the federal HEERF student aid grants and the student S&A budget (that was approved by Board separately).

## **Expenses**

For the FY2020-21, all relevant expenditure categories have been adjusted to include Guided Pathways and Hi-Demand provisos. As such, the format presented is slightly different from the year-end financial report. Similarly, for the FY2021-22, both Guided Pathways and Hi-Demand provisos are now budgeted in the appropriate expenditure categories.

Professional/exempt expenditure is estimated to be at \$12.9M, including new positions to support Guided Pathways and our Equity-first Strategic Planning.

Hourly/Student expenditure is estimated to \$1.2M, including new positions to support the distribution of the HEERF student aid.

FT Faculty is budgeted at \$12.9M, including the 1.7% COLA for the FY2021-22.

PT Faculty is budgeted at \$9.1M. PT Faculty budget is also inclusive of ALL faculty stipends, including the \$640K Hi-Demand proviso as well as all Guided Pathways stipends and course releases. The 1.7% COLA is also included in the PT Faculty budget for the FY2021-22.

Classified staff is budgeted at \$8.3M, including new positions to support Guided Pathways and HEERF student aid.

Benefits line item is budgeted to \$15.6M to account for the increases in budgeted salaries.

Goods & Services, including supplies, is increased to \$6.6M to plan for our phased return-to-campus in the FY2021-22.

Travel is increased to \$350K for the FY2021-22, as the state has lifted travel restrictions. Although with the on-going uncertainty over the pandemic, travel demand may still be limited.

Equipment is also increased slightly to \$1.2M as the college continues to plan for a phased return to campus.

Debt Service is budgeted for \$170K to service the college's certificate of participations (mortgages) on Building 8 (Student Union Building) and Building 25A (Facility Maintenance Shop).

Cost of Goods Sold is exclusively budgeted for our Bookstore operations.

Student aid grant is estimated for \$1.9M, inclusive of Worker Retraining, Opportunity Grant, and other state grants to students. This line item does not include federal financial aid or federal HEERF grant.

SBCTC ctcLink Project Shortfalls line item of approximately \$405K is Highline College's share of the total system project deficit (~9M). This is a one-time payment. On-going system maintenance budget is funded by student innovation fee account.

Student Debt Relief of \$225K is being provided from the institutional HEERF funds to relieve outstanding student debt to encourage students to re-enroll in school. Once re-enrolled, students may be eligible to receive additional HEERF grant (student aid).

Transfer – Foundation Contracts line item is budgeted for \$412K to include the International Student Contract, the Student Housing Management Contract, and the Campus View Office Shared-Operating Contract.



Transfer – Foundation CV Lost Revenue line item is budgeted for \$354K. As allowed under HEERF III, the Campus View student housing may claim some lost revenue as part of the shared operations to support Highline College students.

Transfer – Operational Contingencies line item is budgeted for \$750K as set aside for operational emergencies.

Transfer – Capital Projects is set aside of \$2.5M as the college plans for the relocation of programs out of B-16 in preparing for the Welcome Center for Student Success building.

As budgeted on the revenue side, the College intends to distribute all of the federal stimulus (HEERF) grant of approximately \$8M in this fiscal year.

Total expenditure budget is estimated to be \$75.7M, inclusive of ALL funding sources, EXCEPT the federal HEERF student aid grants and the student S&A budget (that was approved by Board separately).

### **Summary**

The FY2021-22 Operating Budget represents our best and balanced approach to fulfilling the five established institutional priorities for the year. The FY2021-22 total operating budget is an increase of approximately \$5M compared to total actual spending from the previous year. All of the federal HEERF grant of approximately \$6M is being used to balance our budget. We are cautiously optimistic of the new investments and initiatives to stabilize enrollment, as well as to increase student success and completion. The uncertainty over the COVID-19 pandemic, however, remains an extreme concern due to the potential impacts on our return-to-campus plan, as well as enrollment. The College will monitor and provide budget updates to Board during the year as necessary.

## **BUDGET ADVISORY COUNCIL**

### **Purpose:**

1. The Budget Advisory Council shall advise the President and the Executive Cabinet on matters relating to the college budget, including budget planning and development, in alignment with the college mission and strategic goals.
2. The Budget Advisory Council shall evaluate funding models and provide comprehensive recommendations on budget adjustments and mitigations.
3. The Budget Advisory Council shall review and inform the respective college constituency about college budget policies, procedures, and priorities.

### **Membership:**

The Budget Advisory Council shall consist of the following (10) voting members:

- Faculty Senate representative
- HCEA representative
- WPEA representative
- Professional/Exempt Employee representative
- Academic Affairs Division representative
- Administrative Services Division representative
- Institutional Advancement Division representative
- Student Services Division representative
- President's Unit (inclusive of ITS & HR) representative
- ASHC Student representative

The Budget Advisory Council shall consist of the following (3) non-voting ex-officio members:

- Director of Budget and Grants (non-voting ex-officio)
- Director of Instructional Budget (non-voting ex-officio)
- Director of Institutional Research (non-voting ex-officio)

The Vice President for Administration shall serve as Chair of the Budget Advisory Council, with voting rights only to break a tie. In addition, the Vice President for Administration may designate a non-voting member to serve as secretary/recorder for the Council meetings.

## GUIDED PATHWAYS BUDGETED EXPENDITURES

The Guided Pathways is a special proviso allocated to Highline College to implement the Guided Pathways model, or similar programs designed to improve student success, to redesign academic programs, and expand academic advising and support services.

For the FY2021-22, Highline College plans to utilize our Guided Pathways funding as follows:

<b>EXPENDITURE CATEGORY</b>	<b>DEPARTMENT</b>	<b>2021-22 BUDGETED</b>
Technology - Equipment	Information Technology	\$ 23,000
Marketing & Community Outreach	Institutional Advancement	\$ 95,000
Intake/Enrollment Management	Student Services	\$ 243,390
Strategic Planning	President's Office	\$ 171,400
Project Infrastructure	Academic Affairs	\$ 337,300
Intake/Enrollment Technology	Academic Affairs	\$ 76,000
Equity-competent Educational Planning	Academic Affairs	\$ 246,750
Student Completion Support	Academic Affairs	\$ 65,000
Program Mapping	Academic Affairs	\$ 129,749
Classroom Environment & Course Design	Academic Affairs	\$ 82,800
Faculty Stipends - ALL Categories	Academic Affairs	\$ 200,000
Contingency	Adminstration	\$ 51,600
<b>TOTAL</b>		<b>\$ 1,721,989</b>

# TUITION – BUILDING – S&A FEE SCHEDULE FISCAL YEAR 2021-2022

## WASHINGTON STATE COMMUNITY COLLEGE TUITION AND FEE RATES 2021-22

		<u>Lower Division</u>		<u>Upper Division</u>	
		<u>RESIDENTS</u>	<u>NONRESIDENTS</u>	<u>RESIDENTS</u>	<u>NONRESIDENTS</u>
		<u>Assumes 15 Credits per Quarter</u>		<u>Assumes 15 Credits per Quarter</u>	
ANNUAL	Operating Fee	\$3,444.60	\$8,580.00	\$6,066.60	\$17,934.60
	Building Fee	\$436.95	\$905.55	\$436.95	\$905.55
	Maximum S & A Fee	\$461.85	\$461.85	\$461.85	\$461.85
	Tuition and Fees	\$4,343.40	\$9,947.40	\$6,965.40	\$19,302.00
QUARTERLY	Operating Fee	\$1,148.20	\$2,860.00	\$2,022.20	\$5,978.20
	Building Fee	\$145.65	\$301.85	\$145.65	\$301.85
	Maximum S & A Fee	\$153.95	\$153.95	\$153.95	\$153.95
	Tuition and Fees	\$1,447.80	\$3,315.80	\$2,321.80	\$6,434.00
PER CREDIT	Operating Fee	<u>1-10 Credits</u> \$91.74	<u>1-10 Credits</u> \$259.59	<u>1-10 Credits</u> \$202.22	<u>1-10 Credits</u> \$597.82
	Building Fee	\$12.38	\$27.60	\$12.38	\$27.60
	Maximum S & A Fee	<u>\$11.93</u>	<u>\$11.93</u>	<u>\$11.93</u>	<u>\$11.93</u>
	Tuition and Fees	\$116.05	\$299.12	\$226.53	\$637.35
PER CREDIT	Operating Fee	<u>Average Incremental Increase for Each Credit between 11 and 18</u> \$46.16		<u>Average Incremental Increase for Each Credit between 11 and 18</u> \$0.00	
	Building Fee	\$4.37		\$4.37	
	Maximum S & A Fee	<u>\$6.93</u>		<u>\$6.93</u>	
	Tuition and Fees	\$57.46		\$11.30	
EXCESS CREDIT SURCHARGE		<u>19+ Credits</u>		<u>19+ Credits</u>	
Operating Fee Only		\$104.12	\$287.19	\$214.60	\$625.42

UNGRADED COURSES - per credit fees - Operating Fees deposited to Fund 149

		<u>2021-22</u>
	<u>Comments</u>	<u>Per Credit Fee</u>
Apprenticeship	50% waiver	50% waiver at 1-10, 11-18 and 19+ rates
ABE, ESL, GED	Colleges may waive the \$25 charge for students who are unable to pay	\$25 per student per quarter
Competency Based Programs	Method for establishing tuition governed by WAC 131-28-025, subsection (2), amended by State Board Resolution 14-09-60 (Sept. 10, 2014)	Program length (in months) divided by three and multiplied by quarterly tuition and fees at 15 credit hours (above)
Athletic Waiver	Amount allowable to waive is 25% of the 15 credit rate for tuition and fees and must be taken from OPERATING FEE ONLY.	Lower Division \$ 361.95
		Upper Division \$580.45

Colleges are authorized to charge tuition to Running Start students when the student's choice of credit load exceeds the level that will be reimbursed by the school district.

## STUDENT COURSE & OTHER FEES FISCAL YEAR 2021-2022

FEE CODE	EXISTING/NO-CHANGE FEES	2021-22 PROPOSED	2020-21 CURRENT	CHANGE	DIVISION
AH	ALLIED HEALTH LIABILITY INS	\$ 3.00	\$ 3.00	\$ -	Academic Affairs
SC	SCIENCE LAB SUPPORT	\$ 6.00	\$ 6.00	\$ -	Academic Affairs
ES	EDUCATION SUPPLIES	\$ 7.00	\$ 7.00	\$ -	Academic Affairs
PA	PHY ED ACTIVITY	\$ 7.00	\$ 7.00	\$ -	Academic Affairs
FC	FITNESS CENTER	\$ 10.00	\$ 10.00	\$ -	Academic Affairs
GD	GED-RETEST	\$ 10.00	\$ 10.00	\$ -	Academic Affairs
SD	ENGINEERING FEE	\$ 10.00	\$ 10.00	\$ -	Academic Affairs
HD	INTERN PROF LIAB INS	\$ 13.50	\$ 13.50	\$ -	Academic Affairs
AF	ART FEE/DRAWING	\$ 15.00	\$ 15.00	\$ -	Academic Affairs
CL	CHEMISTRY LAB	\$ 15.00	\$ 15.00	\$ -	Academic Affairs
GL	GEOLOGY LAB	\$ 15.00	\$ 15.00	\$ -	Academic Affairs
HG	LIABILITY INS CLINICAL	\$ 15.00	\$ 15.00	\$ -	Academic Affairs
HL	LIABILITY INS MEDICAL ASST	\$ 15.00	\$ 15.00	\$ -	Academic Affairs
JL	JOURNALISM	\$ 15.00	\$ 15.00	\$ -	Academic Affairs
PH	PHYSICS LAB	\$ 15.00	\$ 15.00	\$ -	Academic Affairs
RL	TABLE RENTAL LATE	\$ 15.00	\$ 15.00	\$ -	Academic Affairs
MP	PIANO COURSE	\$ 18.00	\$ 18.00	\$ -	Academic Affairs
MJ	CALCULATOR RENTAL	\$ 20.00	\$ 20.00	\$ -	Academic Affairs
SE	ENGR MAT	\$ 21.00	\$ 21.00	\$ -	Academic Affairs
SG	RS ENGR MAT	\$ 21.00	\$ 21.00	\$ -	Academic Affairs
SL	SCIENCE MATERIAL	\$ 21.00	\$ 21.00	\$ -	Academic Affairs
M1	MYERS-BRIGGS STUDENT	\$ 24.00	\$ 24.00	\$ -	Academic Affairs
NA	NURSING LAB	\$ 25.00	\$ 25.00	\$ -	Academic Affairs
PC	FIRST AID CERTIFICATE	\$ 25.00	\$ 25.00	\$ -	Academic Affairs
RD	READING LAB	\$ 27.00	\$ 27.00	\$ -	Academic Affairs
RE	RS READING LAB	\$ 27.00	\$ 27.00	\$ -	Academic Affairs
ME	MEDICAL ASSISTANT LAB	\$ 29.00	\$ 29.00	\$ -	Academic Affairs
GE	GED TEST	\$ 30.00	\$ 30.00	\$ -	Academic Affairs
AD	PHOTOGRAPHY/VIDEO	\$ 32.00	\$ 32.00	\$ -	Academic Affairs
KW	VOCATIONAL TESTING	\$ 32.30	\$ 32.30	\$ -	Academic Affairs
M2	MYERS-BRIGGS NON-STU	\$ 33.00	\$ 33.00	\$ -	Academic Affairs
RC	RESPIRATORY CARE	\$ 33.00	\$ 33.00	\$ -	Academic Affairs
RG	GEOLOGY FIELD TRIP	\$ 35.00	\$ 35.00	\$ -	Academic Affairs
SB	SCIENCE MATERIAL II	\$ 35.00	\$ 35.00	\$ -	Academic Affairs
LT	L & IS FEE LARGE	\$ 38.00	\$ 38.00	\$ -	Academic Affairs
A3	BAS ADMISSIONS	\$ 45.00	\$ 45.00	\$ -	Academic Affairs
AE	ART MODEL FEE	\$ 45.00	\$ 45.00	\$ -	Academic Affairs
FW	SUST MATERIALS	\$ 46.00	\$ 46.00	\$ -	Academic Affairs
WA	HOST 128 BARISTA SUPPLIES	\$ 49.00	\$ 49.00	\$ -	Academic Affairs
HJ	HIT LMS ENROLLMENT	\$ 50.00	\$ 50.00	\$ -	Academic Affairs
AC	CERAMICS	\$ 52.00	\$ 52.00	\$ -	Academic Affairs
LD	L & IS MAT	\$ 54.50	\$ 54.50	\$ -	Academic Affairs
PM	PARPAPRO ASSESSMNT FEE	\$ 55.00	\$ 55.00	\$ -	Academic Affairs

FEE CODE	EXISTING/NO-CHANGE FEES	2021-22 PROPOSED	2020-21 CURRENT	CHANGE	DIVISION
RT	TABLE RENTALS	\$ 85.00	\$ 85.00	\$ -	Academic Affairs
MW	ACADEMIC SYS WRITING	\$ 95.00	\$ 95.00	\$ -	Academic Affairs
MO	ACAD SYS ONLINE MATH	\$ 96.60	\$ 96.60	\$ -	Academic Affairs
MK	CALCULATOR FINE	\$ 100.00	\$ 100.00	\$ -	Academic Affairs
WH	HOST BEVERAGE MATERIAL	\$ 209.00	\$ 209.00	\$ -	Academic Affairs
HP	HIT PRACTICODE	\$ 275.00	\$ 275.00	\$ -	Academic Affairs
HI	HIT CPC NATIONAL EXAM	variable	variable	\$ -	Academic Affairs
PB	PRIOR LEARNING ASSES	variable	variable	\$ -	Academic Affairs
PX	ALLIED HEALTH PREP-EXM	variable	variable	\$ -	Academic Affairs
RH	HOST FIELD TRIP	variable	variable	\$ -	Academic Affairs
SF	PSYCHOLOGY MATERIALS	variable	variable	\$ -	Academic Affairs
CT	TELECOURSES	variable	variable	\$ -	Academic Affairs
HK	HS CREDIT RETREIVE	variable	variable	\$ -	Academic Affairs
PT	PARENT CHILD	variable	variable	\$ -	Academic Affairs
WO	WAOL	variable	variable	\$ -	Academic Affairs
CQ	BACKGROUND CHECK	\$ 17.00	\$ 17.00	\$ -	Administrative
NF	NELNET FEE	\$ 10.00	\$ 10.00	\$ -	Administrative
NS	RETURNED CHECK	\$ 25.00	\$ 25.00	\$ -	Administrative
SH	STUDY ABROAD	\$ 500.00	\$ 500.00	\$ -	Administrative
CF	ACADEMIC TECHNOLOGY	\$ 40.00	\$ 40.00	\$ -	ITS
CW	CWU INSTR TECHNOLOGY	\$ 40.00	\$ 40.00	\$ -	ITS
ST	ASHCC BUILDING FUND	\$ 2.50	\$ 2.50	\$ -	Student Services
IR	ID REPLACEMENT	\$ 5.00	\$ 5.00	\$ -	Student Services
GM	GRADUATION 2ND APP	\$ 7.00	\$ 7.00	\$ -	Student Services
PI	PHOTO ID	\$ 8.00	\$ 8.00	\$ -	Student Services
HE	TRANSCRIPT ELECTRONIC	\$ 10.00	\$ 10.00	\$ -	Student Services
HF	TRANSCRIPT USPS DELIVE	\$ 10.00	\$ 10.00	\$ -	Student Services
HR	TRANSCRIPT	\$ 10.00	\$ 10.00	\$ -	Student Services
GN	GRADUATION	\$ 14.00	\$ 14.00	\$ -	Student Services
HH	TRANSCRIPT USPS INTERL	\$ 15.00	\$ 15.00	\$ -	Student Services
IW	INT'L APP FEE WAIVER	\$ 17.00	\$ 17.00	\$ -	Student Services
CA	CAREER ASSESSMENT	\$ 24.00	\$ 24.00	\$ -	Student Services
GH	PROCTOR EXAM	\$ 30.00	\$ 30.00	\$ -	Student Services
LI	I-STEPP LATE FEE	\$ 30.00	\$ 30.00	\$ -	Student Services
HM	TRANSCRIPT FEDEX DELIV	\$ 35.00	\$ 35.00	\$ -	Student Services
A2	SELECTIVE ADMISSIONS	\$ 45.00	\$ 45.00	\$ -	Student Services
LE	LATE ENROLLMENT	\$ 49.00	\$ 49.00	\$ -	Student Services
IA	INTERNATIONAL APP	\$ 54.00	\$ 54.00	\$ -	Student Services
HN	TRANSCRIPT FEDEX INTER	\$ 57.50	\$ 57.50	\$ -	Student Services
EI	I-STEPP ENROLLMENT FEE	\$ 60.00	\$ 60.00	\$ -	Student Services
1Z	RUNNING START CO PYMT	\$ 75.00	\$ 75.00	\$ -	Student Services
OF	INT'L STUDENT - ORIENT FEE	\$ 100.00	\$ 100.00	\$ -	Student Services
FR	INT'L STUDENT - SHIPPING CHR	variable	variable		Student Services
R6	RUNNING ST BOOK REPAY	variable	variable		Student Services
S4	CAREER SERV TEST - STUDENT	\$ 23.00	\$ 23.00		Student Services
S5	CAREER SERV TEST NON-STUDENT	\$ 32.00	\$ 32.00		Student Services

<b>FEE CODE</b>	<b>REVISED FEES</b>	<b>2021-22 PROPOSED</b>	<b>2020-21 CURRENT</b>	<b>CHANGE</b>	<b>DIVISION</b>
PO	ALLIED HEALTH SIMULATION	variable	\$ 33.00	variable	Academic Affairs
NC	NURSING CONSORTIUM	variable	\$ 100.00	variable	Academic Affairs
NT	NURSING MATERIALS	variable	\$ 30.00	variable	Academic Affairs
OL	OCEANOGRAPHY LAB	variable	\$ 21.00	variable	Academic Affairs
PS	PHAROS SALES	variable	\$ -	variable	Academic Affairs
IS	INTL STUDENT INSURANCE	\$ 360.00	\$ 390.00	\$ (30.00)	Academic Affairs
<b>FEE CODE</b>	<b>NEW FEES</b>	<b>2021-22 PROPOSED</b>	<b>2020-21 CURRENT</b>	<b>CHANGE</b>	<b>DIVISION</b>
DE	DESIGN	\$ 10.00	NA	new	Academic Affairs
	GEOLOGY LAB KIT FINE	variable	NA	new	Academic Affairs
	PHYSICS LAB KIT FINE	variable	NA	new	Academic Affairs
	LOST IT EQUIPMENT	variable	NA	new	ITS
<b>FEE CODE</b>	<b>DELETED FEES</b>	<b>2021-22 PROPOSED</b>	<b>2020-21 CURRENT</b>	<b>CHANGE</b>	<b>DIVISION</b>
AG	COMPASS TEST DISCOUNT	delete			Academic Affairs
AJ	ART SCULPTURE	delete			Academic Affairs
AK	CMPSS/ASST RETEST EACH	delete			Academic Affairs
AL	SECT 2 CMPSS RETAKE	delete			Academic Affairs
AM	SECT3 CMPSS RETAKE	delete			Academic Affairs
AN	CMPSS/ESL RETAKE	delete			Academic Affairs
AP	ART POTTERY SALES	delete			Academic Affairs
AT	ASSET/COMPASS TEST	delete			Academic Affairs
C5	INSTRUCT TECH FEE	delete			Academic Affairs
CD	TRAVEL TECHNOLOGY	delete			Academic Affairs
CE	EPORTFOLIO	delete			Academic Affairs
CM	RS INSTRUCT TECH	delete			Academic Affairs
CW	CWU INSTR TECH	delete			Academic Affairs
DD	VIDEO CASSETTE RENTAL	delete			Academic Affairs
EA	ESL LAB	delete			Academic Affairs
FF	GISNET	delete			Academic Affairs
GK	GEOLOGY FIELD TRIP	delete			Academic Affairs
GW	GED WRITING TEST	delete			Academic Affairs
ID	LIBRARY TECHNOLOGY	delete			Academic Affairs
LS	LIFE SCI FIELD TRIP	delete			Academic Affairs
MC	MEDIA CHARGE	delete			Academic Affairs
ML	RS MATH COMPUTER LAB	delete			Academic Affairs
MM	MATH COMPUTER LAB	delete			Academic Affairs
MN	MED A COMPUTER	delete			Academic Affairs
OA	OPT APPRENT LAB	delete			Academic Affairs
UL	VIA LICENSE	delete			Academic Affairs
VP	VIDEO PRODUCTION	delete			Academic Affairs

## PARKING FEES & FINES FISCAL YEAR 2021-2022

The College is expecting to waive nearly all parking fees through December 31, 2021, due to most operations remaining remotely.

PARKING FEE PER ACADEMIC QUARTER		2021-22 PROPOSED	2020-21 CURRENT
	Transportation Safety Fee - Students	\$ 20.00	\$ 20.00
	Student Permit (Part-time enrollment 0 - 5 credits)	\$ 29.00	\$ 29.00
	Student Permit (Full-time enrollment 6 credits or more)	\$ 46.00	\$ 46.00
	Faculty & Staff Permit (50% or less of FT)	\$ 29.00	\$ 29.00
	Faculty & Staff Permit (51% - 100% of FT)	\$ 46.00	\$ 46.00
	Senior Citizens (enrolling under tuition waiver)	\$ 29.00	\$ 29.00
	Summer Quarter Permit (all students)	\$ 29.00	\$ 29.00
	Lost/Replacement Permit	\$ 29.00	\$ 29.00
	Carpool Permit (requires 2 or more participants)	\$ 29.00	\$ 29.00
	Reserved Parking Permit (employees only)	\$ 100.00	\$ 100.00
	Reserved Parking Permit - Campus View Garage	\$ 150.00	\$ 150.00
<b>Daily Parking</b>		\$ 2.00	\$ 2.00
<b>Parking Refunds</b>			
	Refunds are based on academic refund schedule for withdrawing from the College		
PARKING FEE PER ACADEMIC QUARTER		2021-22 PROPOSED	2020-21 CURRENT
	Parking & Traffic Violations	\$ 30.00	\$ 30.00
	Parked in Handicapped Stall without Valid Permit	\$ 250.00	\$ 250.00
	Late Payment Fee for Unpaid Citations (after 21 days)	\$ 30.00	\$ 30.00



## WAIVERS FISCAL YEAR 2021-22

Waivers are calculated based on 2021-22 residential tuition of \$1,447.80 per quarter or \$116.05 per credit.		
All waivers are effective beginning Fall Quarter 2021.		
<b><u>Statutory/Mandatory Waivers</u></b>		
	Military: Child & Spouse of Eligible Veterans or National Guard members that became totally disabled or determined to be a prisoner of war or missing in actions	No tuition or fees
	Military: Child & Spouse of Eligible Veterans or National Guard members who lost their life while on active federal or military	No tuition or fees
	Children of deceased or disabled law enforcement persons or firefighters	No tuition or fees
	Wrongfully convicted felons, their children & step children	No tuition or fees
<b><u>SBCTC Mandatory</u></b>		
	ABE/ESL/GED (ELCAP) students	Waiver of \$25 opening fee based on need
	Apprenticeship	Waiver of 50% of tuition
	Parent Education	Waiver of 85% of tuition
	Running Start (eligible low-income students)	No course fees - college level
<b><u>Highline College Optional Waivers &amp; Other Special Programs</u></b>		
	Native American students	Resident tuition
	In-state high school graduates	Resident tuition
	Undocumented high school graduates	Resident tuition
	Washington Guard members & dependents	Resident tuition
	Active military members, spouses, & dependents	Resident tuition
	Eligible military members & dependents	Waive Building and S&A fees
	Eligible veterans and National Guard members	Waive 10% of tuition
	Athletes (resident & non-resident)	Waive up to \$333/quarter
	High school completion (resident)	\$12 per credit
	High school completion (non-resident differential)	Waive non-resident differential
	Vocational students enroll in excess of 18 credits/quarter	Waive tuition above 18 credits
	BAS Programs - qualified Highline College employees - space available basis	\$10/class - max 2 classes/quarter
	College courses - eligible State & K-12 employees (28B.15.558)	\$10/class - max 2 classes/quarter
	Senior citizen credit (28B.15.540[1]) - space available basis	\$10/class - max 2 classes/quarter
	Senior citizen audit (28B.15.540[2]) - space available basis	\$5/class - max 2 classes/quarter
	International Students - NEW enrollment in 2021-22	Waive \$500/quarter for 2 quarters