

FROM FOREIGN COLLEGES AND UNIVERSITIES:

Students transferring to the Ventura County Community Colleges from foreign colleges or universities must have their transcripts translated and evaluated as being equivalent to a regionally accredited institution by one of the member agencies of the National Association of Credentials Evaluation Services or one approved by the California Commission on Teacher Credentialing. Evaluations from other professional credentials evaluation services will be reviewed for acceptability on a case-by-case basis. The evaluation must be a detailed or comprehensive evaluation that includes course-by-course descriptions, unit values and/or grade point average, and identification of lower and upper division courses. Evaluations must be mailed directly to Ventura College from the evaluation service. Contact the Ventura College Registrar's Office for more information regarding credential evaluation criteria.

Students must submit official transcripts to a qualified agency and request that the agency forward the official evaluation to the College.

Completed coursework will be considered for lower division unit credit only. However, foreign coursework cannot be applied to CSU General Education Breadth or IGETC (except Area 6) certification unless the foreign institution has U.S. regional accreditation. The individual CSU campus may opt to give students credit for foreign coursework, but community colleges do not have that prerogative. Requests for equivalent Ventura College course credit are evaluated on an individual basis by a counselor. This review is based upon the recommendations of the transcript evaluation service and by the appropriate college discipline faculty.

Credit for Military Service

CREDIT FOR MILITARY SERVICE

The colleges of the Ventura County Community College District will recognize and grant credit to service personnel for formal educational training completed in the United States armed forces provided such credit is not a duplication of work taken previously.

Service personnel may be allowed credit for formal service school courses offered by the United States military service recommended in the Guide to the Evaluation of Educational Experiences in the armed services of the American Council on Education. The credit allowed will be based upon the recommendations specified in the Guide.

Service personnel may be allowed full advanced standing credit for college level courses completed under the auspices of the Defense Activity for Nontraditional Education Support (DANTES) or the United States Armed Forces Institute (USAFI) as recommended in the Guide to the Evaluation of Educational Experiences in the Armed Services of the American Council on Education. Such credit will be treated in the same manner and under the same policies as allowing credit from regionally accredited colleges and universities.

Any work completed at a regionally accredited college or university by service personnel while in military service and for which the college or university issues a regular transcript showing the credits allowable toward its own degrees, will be allowed advanced standing credit toward the associate degree in the same manner as if the student had pursued the courses as a civilian.

Service personnel should be aware that other colleges and universities may have different policies concerning credit for military educational training. There is no assurance that the granting of these units by the colleges of this district will be accepted by other institutions of higher education. Students must submit an official transcript of military course work to the Records Office for evaluation. Contact the Admissions and Records Office for more information.

Fees

ENROLLMENT FEES ARE SET BY THE STATE, ARE SUBJECT TO CHANGE WITHOUT NOTICE AND MAY BE RETROACTIVE. ALL OTHER FEES ARE SET BY THE VENTURA COUNTY COMMUNITY COLLEGE DISTRICT BOARD OF TRUSTEES AND ARE SUBJECT TO CHANGE BY BOARD ACTION. ALL FEES MUST BE PAID IMMEDIATELY (OR COMMITTED TO BE PAID) TO COMPLETE A STUDENT'S REGISTRATION. IF THE REGISTRATION PROCESS IS NOT COMPLETED, THE STUDENT WILL NOT BE ENROLLED IN CLASSES.

Enrollment Fee:\$46.00 per unit
23.00 per 1/2 unit
11.50 per 1/4 unit

Health Fee (mandatory).....\$19.00 fall/spring
16.00 summer

This health fee enables the College to provide you with a variety of health care services. In accordance with the California Education Code and Board policy, students are required to pay the health fee, regardless of the units taken, unless they meet one of the exemptions. See Health Fees section located on next page for more information. Waiver forms are available at the Admissions and Records Office.

**Nonresident Tuition: Non-California
resident and International students**\$235.00 per unit

**International and Nonresident
Domestic Student Surcharge**\$14.00 per unit

International Student Application

Processing fee.\$50.00

Materials Feessee Instructional
Material Fee

Student Center Fee\$1.00 per unit
(maximum of \$10 per fiscal year)

Student Activities Fee (optional).....\$7.00 per term

This optional Student Activities Fee is collected at the time of registration. This fee provides support to student life activities, events, and programs sponsored by the Associated Students of Ventura College, campus student organizations, and departments including the Student Activities Office. Authorized by Education Code 70902(b)9, and approved by the VCCCD Board of Trustees April 2015. This fee may be waived for religious, political, financial or moral reasons. Waiver forms are available at the Student Business Office.

Student Representation Fee (optional).....\$1.00 per term

This Student Representation Fee provides support for students or representatives who share positions and viewpoints before city, county, and district governments, and before offices and agencies of the state and federal governments. Authorized by Education Code, Section §76060.5, this fee may be waived for religious, political, financial, or moral reasons. Waiver forms are available at the Student Business Office.

Credit by Exam Fee\$46.00 per unit

Audit Fee (non-refundable):

Students enrolled in 10 or more
credit unitsno charge

Students enrolled in fewer than 10
credit units\$15.00 per unit

Note: auditing students also pay the health fee.

Student Photo ID card (optional)\$6.00 per semester

Note: year ends last day of summer session. \$10.00 per year

Students who owe outstanding fees may not register until their fees are paid and student account is cleared.

FEES/OBLIGATIONS/HOLDS

CALIFORNIA RESIDENTS: California residents must pay the mandated enrollment fee, health fee, student center fee, student representation fee and applicable course materials fees. California residents and AB 540/Dream Act eligible students meeting certain criteria may be eligible for a Board of Governor's Fee Waiver (BOGW) or other financial aid. Contact the Financial Aid Office.

NON-CALIFORNIA RESIDENTS: Non-California residents must pay nonresident tuition and the nonresident student surcharge, plus the enrollment fee, health fee, student center fee, student representation fee, and applicable material fees. You are a nonresident if you have lived in California for less than one year and one day prior to the first day of the semester, or you are unable to present sufficient documentation to prove that you have established California residency. See page 14, California Residents for information.

INTERNATIONAL STUDENTS: International students must pay enrollment fees, health fee, nonresident tuition, student center fee, student representation fee, and applicable materials fees, the International student surcharge and an application processing fee of \$50 that covers the cost of federally mandated documentation. The surcharge and the application processing may be waived if the student meets one of the following exemptions as listed pursuant to Education Code §76141 and §76142:

- Student must demonstrate economic hardship; or
- Student must be a victim of persecution in the country in which the student is a resident.

Payment of Fees

All fees must be paid immediately (or committed to be paid) to complete a student's registration. If the registration process is not completed, the student will not be enrolled in classes.

Students must:

- pay all fees (including any past term fees); or
- enroll in a payment plan; or
- have been awarded financial aid; or
- have a Ventura Promise award; or
- be sponsored by a third party agency (Veterans, etc.).

Health Fee

This fee enables the College to provide you with a variety of health care services. In accordance with the California Education Code and Board Policy (BP 5030), students are required to pay the health fee, regardless of the units taken, unless they meet one of the exemptions listed:

- students who depend exclusively upon 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 who are attending a community college under an approved apprenticeship training program (see Education Code §76355).

Health fee waiver forms are located in the Admissions and Records Office.

Instructional Materials Fee

(Where Appropriate):

Instructional material fees for certain selected credit or noncredit courses may be required at the time of registration, or the materials may be purchased on your own. If an Instructional Materials Fee is required, the amount of the fee is listed beneath the course title in the schedule of classes. Authority for the charge is granted under VCCCD Board Policy 5030. These instructional or other materials include, but are not limited to, textbooks, tools, equipment and clothing if:

- 1) the instructional and other materials required for the course have a continuing value to the student outside of the classroom setting, or
- 2) the instructional and other materials are used in the production of an "end product" that has continuing value to the student outside the classroom setting. See course schedule for instructional material fee costs or on the College website.

Student Center Fee

Students of Ventura College enacted a Student Center fee of \$1.00 per unit, up to a maximum of \$10.00 per student per fiscal year (July 1 to June 30), for the purpose of financing, constructing, expanding, remodeling, refurbishing and operating a Student Center. The money collected may only be used for this purpose. The fee shall not be charged to:

- a student enrolled in noncredit courses;
- a student who is a recipient of benefits under Aid to Families with Dependent Children (AFDC) program; a student on the Supplemental Security Income/State Supplementary Program (SSI/SSP); or
- a student on a General Assistance Program.

Transcript Fee

Official transcripts may be sent upon receipt of a signed written request. Students receive two non-rush transcripts free of charge. Students must show picture ID to receive transcripts.

Note: Transcripts cannot be released if a student has unpaid fees or obligations.

Costs: \$3.00 per non-rush transcript, processing time 10–20 days
\$5.00 per rush transcript, processing time 3–5 days

Payment methods include cash, check, Visa, MasterCard, American Express and Discover cards. Contact the Student Business Office for credit card payments.

Additional information regarding requesting and sending transcripts may be found under the Requests for Transcript and Transcript Fees, section of this Catalog or on the College website.

Notice: The colleges of the VCCCD are in the process of implementing an online transcript ordering and delivery service. Costs for transcripts will vary based upon the delivery method chosen, and the service will provide a broader range of options to students. Consult the college website at www.venturacollege.edu/transcripts for up-to-date information before you request transcripts.