Los Rios Community College District Payment Coupon

American River College  Cosumnes River College  Folsom Lake College  Sacramento City College

S PRING 2016

IMPORTANT INFORMATION:
♦ Payment is due upon registration. You will be dropped for non-payment as follows:
   ▪ If you register prior to the start of the semester, your payment must be processed within 14 (fourteen) days
     of registration or by January 15th, whichever comes first, or you will be dropped.
   ▪ If you register after the start of the semester, your payment is due immediately, or you will be dropped.

♦ How to make a Payment:
   ▪ For immediate credit, pay online using a credit card at http://www.losrios.edu/eservices.
   ▪ Mail or in-person payments are accepted with completed payment coupon and must be received by the
     Business Services Office no later than 10 (ten) calendar days following registration, or January 15th,
     whichever comes first, to allow time for manual processing (see Page 2 for mailing addresses).
   ▪ You will not be invoiced for fees due. You may check your balance due online at http://www.losrios.edu/eservices.
   ▪ You may be eligible for a waiver of your enrollment fees. For more information, please see Page 2, go online to
     http://www.losrios.edu/bogsteps, or visit the College Financial Aid Office.

PLEASE READ PAGE 2 OF THIS FORM FOR OTHER IMPORTANT INFORMATION

STUDENT ID NUMBER
STUDENT EMAIL ADDRESS

STUDENT NAME
(Please Print on line above) LAST FIRST MI PHONE (DAY)

MAILING ADDRESS
STREET CITY ZIP PHONE (EVENING)

FEES THAT MUST BE PAID:

GENERAL ENROLLMENT FEE: (Students who HAVE met the California Residency Requirement)
............................................................................................................................# Units ____ X $46 ea. = ________

OUT OF STATE / INTERNATIONAL STUDENT TUITION:
(Students who have NOT met the California Residency Requirement
or students who are both a resident and a citizen of a foreign country)
(includes $46/unit enrollment fee)
............................................................................................................................# Units ____ X $264 ea. = ________

STUDENT REPRESENTATION FEE (SRF): ✦ ........................................................................... $1 per semester = ________ *

UNIVERSAL TRANSIT PASS FEE : ☹ ☼ ........................................................................... Varies by number of units = ________

PARKING PERMITS (decals valid at all Los Rios locations): (See Page 2 for details)
Parking Decals can also be purchased online through eServices.
Automobiles.................................................................................................................$35 ($25 for BOGW recipients) = ________
Motorcycles....................................................................................................................$20 = ________

* I have read page 2 of this form and am refusing to pay the SRF for one of the reasons stated.

Signature Date

Total Amount Enclosed:

Page 1
**STUDENT REPRESENTATION FEE:**
Under provision of California Education Code section 76060.5 and California Code of Regulations, Title V, sections 54801-54805, the students of this college have established a student representation fee of one dollar ($1.00) per semester.

**USE OF FEE:** The money collected shall be expended to provide for students or representatives who may be stating their positions and viewpoints before city, county and district government, and before offices and agencies of the state and/or federal government.

**RIGHT TO REFUSE TO PAY:** This fee is mandatory; however, a student has the right to refuse to pay for the following reasons: religious, political, moral and financial. This refusal must be in writing and submitted to the college Business Services Office by indicating your refusal and signing the front of this form.

**UNIVERSAL TRANSIT PASS FEE:**
Students enrolled in more than three units at any one college will be assessed a UTP fee at $2.10 per unit rounded up to the next whole unit. A student who has been assessed the UTP fee and does not have any outstanding balance due may pick up a UTP sticker which is a special unlimited pass applicable to all RT services and other public transit systems specified in the last column of the chart posted here: [http://www.sacrt.com/documents/FaresAccepted.pdf](http://www.sacrt.com/documents/FaresAccepted.pdf). The pass is valid 7 days a week from January 4–May 31, 2015. The fee is non-refundable. The maximum fee charged is $31.50 for 15 units or more across the Los Rios colleges. Students enrolled in the Sacramento Regional Public Safety Center, Apprenticeship programs, students taking classes on the UC Davis main campus and students studying abroad are not eligible for the UTP and will not be assessed a fee. Students enrolled in 3 or fewer units are eligible for a 50% discount on RT’s regular monthly pass. All students must follow Regional Transit’s ridership rules found here: [http://sacrt.com/abide2ride.stm](http://sacrt.com/abide2ride.stm).

**PARKING PERMITS (DECALS):**
Purchase your parking decal online in eServices. Our parking decals are valid at all Los Rios locations.

**Payment must be requested via the web, mailed with the online Prepaid Parking Decal Application, or purchased at the Business Services office. At FLC, purchase at Admissions & Records (A&R). To pay online, log into eServices and click the link “Purchase Parking Decals.”**

Beginning fifteen (15) days prior to the start of Spring classes, your prepaid parking decal will be mailed to the address indicated on your student records. If payment is received after this period, allow five (5) working days from receipt of payment for you to receive your parking decal. All prepaid decals will be mailed to the address indicated on your student records.

IA PARKING FEES ARE NOT PREPAID, a decal may be purchased at the Business Services Office fifteen (15) days prior to the start of Spring classes.

**DROPING A CLASS / CLASSES:**
A student may drop a class by using the LRCCD online eServices or by submitting a drop card to the Admissions Office. (See appropriate class schedule for Fall/Spring semester calendar deadlines to avoid incurring enrollment/tuition fees). You must officially drop classes to avoid being charged for them. If dropped for non-payment, students will be dropped from enrolled courses.

**FEE / TUITION REFUND POLICY:**
The enrollment fee, non-resident tuition, international tuition or Universal Transit Pass fee (if a sticker has not been picked up) are refundable for program changes made by Friday of the 2nd week of instruction for full-term classes or by Friday of the 1st week of instruction for short-term classes (short term = any class less than full-term). Refund eligibility is determined by the date the course is officially dropped. Requests for refunds must be filed by the last day of instruction in the semester for which the fee was paid, or they will be disallowed. Credit balances will be forfeited and do not carry over to the next semester/term. Application and installment payment fees are non-refundable.

**Note:** A student who must withdraw for military purposes shall be refunded 100% fees and tuition paid, regardless of the date of withdrawal.

**PARKING FEES:** Parking fees are fully refundable during the first ten (10) days of the semester. There will be no refunds after January 29, 2016 for the Spring semester. To receive a refund, a student must attach the decal to the refund application form being submitted.

**ADDRESS / PAYMENT INFORMATION:** Mail or drop off your payment, with this form, to one of the following addresses as it pertains to your college:

<table>
<thead>
<tr>
<th>American River College</th>
<th>Cosumnes River College</th>
<th>Folsom Lake College</th>
<th>Sacramento City College</th>
</tr>
</thead>
<tbody>
<tr>
<td>Business Services Office</td>
<td>Business Services Office</td>
<td>Business Services Office</td>
<td>Business Services Office</td>
</tr>
<tr>
<td>4700 College Oak Drive</td>
<td>8401 Center Parkway</td>
<td>10 College Parkway</td>
<td>3835 Freeport Boulevard</td>
</tr>
<tr>
<td>Sacramento, CA  95841</td>
<td>Sacramento, CA  95823-5799</td>
<td>Folsom, CA  95630</td>
<td>Sacramento, CA  95822</td>
</tr>
</tbody>
</table>

Please make checks payable to: LRCCD (Los Rios Community College District).

Please do not mail cash.

**FINANCIAL ASSISTANCE**
Los Rios Community Colleges participate in a large number of assistance programs for low-and middle-income students. Inquiries may be addressed to the Financial Aid office at each college listed above.

**BOGW - SIMPLE AND FAST!!**
*(Board of Governors Enrollment Fee Waiver)*

- **BOGW** is an enrollment fee waiver program for California residents only. It does not require repayment.
- **BOGW** is not tied to any other financial aid programs, so it can be processed quickly and you will be able to register immediately.
- **BOGW** applicants will complete a simple application form available online at [http://www.losrios.edu/lrc/lrc_fin-aid.html](http://www.losrios.edu/lrc/lrc_fin-aid.html) or at the Financial Aid Office. Applicants may be asked to provide proof of eligibility.
- **CalWorks, SSI, General Assistance/General Relief** recipients MUST bring an Aid Verification Summary form or provide a copy of their last check to the Financial Aid Office.
- If you meet specified household income standards, you qualify for BOGW.

- If you are eligible to receive need-based Federal/State financial aid, you also qualify for BOGW.
- You’re encouraged to complete the BOGW prior to registration. If you are eligible, your enrollment fees will automatically be waived.
- **BOGW** enrollment fee waivers are valid for the Summer, Fall and Spring semesters each year. Only one application per fiscal year is required. (“Fiscal year” begins with each Summer session, and includes the Fall and Spring semesters.) Therefore, if you received a BOGW for Summer 2014, Fall 2014 and/or Spring 2015, you must reapply for the Summer 2015 or Fall 2015 terms, or Spring 2016 term.

**BOARD OF GOVERNORS ENROLLMENT FEE WAIVER**

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**For more information, please contact:**

American River College
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**BORROWING OPPORTUNITY**

The Los Rios Community Colleges and the California Student Aid Commission (CSAC) are proud to offer the California Student Aid Program (Cal Grant A & B) and other state and federal loan programs. The Cal Grant Program provides financial assistance to California residents who meet the eligibility requirements. More information about the Cal Grant Program can be found at [http://www.csac.ca.gov](http://www.csac.ca.gov).

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