

NAME OF DTF:

Tenth Day H.E.E.P. Enrollment Report

(SPRING 1977)

MEMBERS:

ACTUALLY ATTENDED:

STUDENTS: 1  
FACULTY: 1  
STAFF: 7

STUDENTS:  
FACULTY:  
STAFF:

DURATION OF THE DELIBERATIONS: Two months

CHARGER: Dean Clabaugh

CHARGE: Develop recommendations to insure that students who plan to attend Evergreen in any given quarter are both registered and paid (or under firm contract to pay) by the tenth day of class each quarter and that the registration records and accounts receivable records are reconciled at that time.

RECOMMENDATIONS: Recommends that a financial commitment form be signed by each student and the form become a part of the Admissions acceptance letter for every TESC student, and that such forms be implemented in the cases where currently enrolled students have been brought before the Review Panel due to late Tuition/Fee payments. Also that a late fee be implemented beginning Fall quarter 1977. All late fees will be placed in an emergency loan fund to be used specifically for Tuition/Fees only when there is clear evidence of money coming from the student's own resources, but arriving too late to meet the deadline for payment.

INDIVIDUAL TO WHOM RECOMMENDATIONS WERE SENT: Dean Clabaugh

RESPONSE FROM ACCOUNTABLE ADMINISTRATOR: Rejected recommendation for financial commitment form, and instead instructed a development of catalog language which insures the students understanding that a tuition and fee payment obligation is incurred when a student registers; that non-payment of tuition and fees by the due date results in cancellation of registration, and that one-half tuition and fees must be paid when registration is cancelled for non-payment of tuition and fees. Accepted recommendation for a late registration fee and for development of emergency loan fund from such fees.