North Carolina Central University
Office of the Registrar
Tuition Surcharge Frequently Asked Questions

1. What is the Tuition Surcharge?

The Tuition Surcharge Guidelines as required by the North Carolina General Statute § 116-143.7 as codified by Section 9.10(a) of Session Law 2009-451 is available on the University of North Carolina website: www.northcarolina.edu/policy/index.php?tag=1000.1.5%5BG%5D.

2. Why do I have to pay the surcharge?

Based on University academic records, you fell into one of the categories listed below:

a) For students earning a first baccalaureate degree in a program that requires no more than 128 credit hours, the surcharge shall be applied to all counted credit hours in excess of 140 hours.

b) For students earning a first baccalaureate degree in a board-approved program that requires more than 128 counted credit hours, the surcharge shall be applied to all credit hours that exceed 110 percent of the credit hours required for the degree. Such programs include those that have been officially designated by the Board of Governors as five-year programs, as well as those involving double majors, or combined bachelor's/master's degrees.

c) For students earning a baccalaureate degree other than their first, the surcharge shall be applied to all counted credit hours that exceed 110 percent of the minimum additional credit hours needed to earn the additional baccalaureate degree.

3. Is there an appeals process?

No, but there is an option to request a "waiver" of the tuition surcharge if your situation fits into one of categories specified in the waiver procedures established by the state. **Waiver requests that do not fall into one of these four categories will not be considered.** If you believe your circumstances fall within one of these four categories, you must complete a Tuition Waiver Request Form and submit the form and supporting documents to the Office of the Registrar, Room 102, Hoey Administration Building within **30 business days** of receiving your tuition surcharge bill which includes a tuition surcharge.

4. What is the deadline to apply for a waiver?

Your waiver request must be *received* or *post-marked* no later than **30 business days** after the tuition surcharge is posted to your student account. You may view your account on Banner SSB.

5. What is the earliest date I can submit a waiver request?

Surcharge waiver requests cannot be accepted until after the tuition surcharge bills are posted to the student's account each term.

6. Where do I send my waiver requests and materials?

All waiver requests must be submitted to the following address:

North Carolina Central University
Office of the Registrar
1801 Fayetteville Street
Room 104, Hoey Administration Building
Durham, NC 27707

7. What documents of support do I include? Will you tell me if my documents are complete?

The *Tuition Surcharge Waiver Request Form* denotes the types of documents required.
We are unable contact you if your documents are incomplete or do not arrive. Please note it is the student's responsibility to ensure that all materials are included with the *Tuition Surcharge Waiver Request Form.*

9. When will the committee review my waiver request?

All students who submit a waiver request will be notified of the Committee's decision within 30 business days of submission.

10. Can I talk to the Committee in person?

Personal interviews are not conducted. Your waiver requests will be considered based on the materials you submit and your academic history.

11. Who can I talk to if the Committee denies my waiver request?

The decision of the Committee is final and there will be no further review. Within 30 business days of receiving your waiver request in the Office of the Registrar, you will be notified by email of the Committee's decision.

The Office of Registrar cannot address questions about the basis for the decisions made by the Tuition Surcharge Waiver Committee.