

**WEST VIRGINIA HIGHER EDUCATION POLICY COMMISSION**

**June 16, 2023 | 9:00 a.m. | West Virginia Regional Technology Park**

**Or Zoom: 1-646-558-8656 and enter meeting ID 846 6491 4339**

**AGENDA**

**I. Call to Order**

**II. Chairman’s Report**

- A. Oath of Office
- B. Election of Officers

**III. Chancellor’s Report**

**IV. Consent Agenda**

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## **DRAFT MINUTES**

### **WEST VIRGINIA HIGHER EDUCATION POLICY COMMISSION**

**December 16, 2022**

#### **I. Call to Order**

Chairman Andrew A. Payne convened a meeting of the West Virginia Higher Education Policy Commission on December 16, 2022, at 9:00 a.m., in the David K. Hendrickson Conference Center, Room 1220, Building 2000 of the West Virginia Regional Technology Park, 2001 Union Carbide Drive, South Charleston, West Virginia, and by Zoom videoconference and conference call. The following Commission members participated: Christina Cameron, Ex-Officio, Chair of the West Virginia Council for Community and Technical College Education; James W. Dailey; Michael J. Farrell; Andrew A. Payne; David L. Roach, Ex-Officio, State Superintendent of Schools; and Donna L. Schulte. Other participants included university representatives, Chancellor Sarah Armstrong Tucker, and Commission staff.

Chairman Payne secured a quorum and welcomed all participants to the meeting.

#### **II. Chairman's Report**

Chairman Payne announced that due to time constraints on some of the Commissioners, the order of agenda items during the meeting would be different than what was previously distributed. He did not present a formal report.

#### **III. Chancellor's Report**

Chancellor Sarah Armstrong Tucker reported that during College Application and Exploration Week, she held roundtable discussions with students at Madison Middle School, Liberty High School, and Herbert Hoover High School to learn more about their plans after graduation and how the state can best support them in reaching their goals. Chancellor Tucker added that from these meetings, she learned that dual enrollment is important to students and wants to make this issue a priority for higher education at the upcoming legislative session.

Additionally, Dr. Tucker met with the principals and guidance counselors and plans to reach out to those who are new to their schools to share ideas and work together to help students pursue their academic goals and ensure that the state's workforce remains competitive.

#### **IV. Approval of Minutes**

Commissioner Roach moved to approve the minutes of the October 11, 2022, Commission meeting. Commissioner Farrell seconded the motion. Motion passed.

#### **V. Fiscal Year 2022 Consolidated Audit Presentation**

Mr. Robert Wallett, Interim Vice Chancellor of Finance, presented an overview of the Fiscal Year 2022 Consolidated Audit. He called on Michael Jones of Clifton Larson Allen, LLP, the firm in charge of conducting the audit, to provide additional explanation or answer any questions from the members.

Commissioner Farrell moved approval of the following resolution:

*Resolved*, That the West Virginia Higher Education Policy Commission accepts the audited financial report for the Higher Education Fund for the fiscal year ending June 30, 2022.

Commissioner Cameron seconded the motion. Motion passed.

**VI. Approval of Lindsey Wilson College to Continue to Offer Baccalaureate and Master's Degree Programs at Southern West Virginia Community and Technical College**

Dr. Randall Brumfield, Vice Chancellor of Academic Affairs, presented an overview of the proposed request by Lindsey Wilson College to continue to offer baccalaureate and master's degree programs at Southern West Virginia Community and Technical College.

Commissioner Dailey moved approval of the following resolution:

*Resolved*, That the West Virginia Higher Education Policy Commission approves the request of Lindsey Wilson College to continue to offer a Bachelor of Arts in Human Services and Counseling and a Master of Education in Human Development at Southern West Virginia Community and Technical College extending through December 31, 2026.

Commissioner Farrell seconded the motion. Motion passed.

**VII. Approval of Doctor of Education**

Vice Chancellor Brumfield presented an overview of the proposed Doctor of Education degree as requested by West Liberty University.

Commissioner Cameron moved approval of the following resolution:

*Resolved*, That the West Virginia Higher Education Policy Commission approves West Liberty University to implement the Doctor of Education, effective December 2022. This approval expires two years from the date of Commission approval if the program is not fully implemented at that time.

Commissioner Farrell seconded the motion. Motion passed.

**VIII. Approval of Capital Project Priorities**

Ms. Noel Knille, Director of Facilities and Sustainability, presented an overview of the proposed capital project priorities.

Commissioner Dailey moved approval of the following resolution:

*Resolved*, That the West Virginia Higher Education Policy Commission approves the prioritized capital project list and directs staff to report the capital project priorities to the Legislative Oversight Commission on Education Accountability in January as statutorily required.

Commissioner Cameron seconded the motion. Motion passed.

## **IX. Approval of Interim Presidential Compensation**

Ms. Kristin Boggs, General Counsel, presented an overview of the interim presidential compensation as proposed by the West Liberty University Board of Governors.

Commissioner Roach moved approval of the following resolution:

*Resolved*, That the West Virginia Higher Education Policy Commission approves the compensation contract for Dr. Cathy Monteroso as Interim President of West Liberty University as proposed by the institutional board of governors.

Commissioner Dailey seconded the motion. Motion passed.

## **X. Update on West Virginia Regional Technology Park**

Mr. Matthew Ballard, Executive Director and Chief Executive Officer of the West Virginia Regional Technology Park (WVRTP), presented an update on progress and projects at the 258-acre park. He stated that WVRTP is home to 25 businesses and 1,000 jobs; it now houses the National Weather Service Local Forecast Office; it hosts the Science on a Sphere exhibit; and it just opened a new wing for the nursing program at BridgeValley Community and Technical College. Additional plans are underway for land development in partnership with the City of South Charleston, the opening of a café, parking improvements and event hosting. Mr. Ballard stated that things are going well at WVRTP.

## **XI. Annual Updates from Constituent Groups**

### **A. Advisory Council of Classified Employees**

Ms. Jenna Derrico, member of the Advisory Council of Classified Employees and an employee at West Virginia Northern Community College, provided a report on behalf of classified employees. Ms. Derrico explained the Council's mission and briefed the members on issues of importance to employees. She mentioned the lack of representation for non-classified employees as they transition from classified positions to non-classified status; delays in the market study; and permanent resolution to PEIA's funding. Ms. Derrico added that an opinion survey has been sent to staff and hope to receive them in the next few weeks.

## **B. Advisory Council of Students**

Students Bella Griffiths and Stella Dunn reported on behalf of the Advisory Council of Students. Ms. Griffiths briefed the members regarding the Council's current activities including the Green Bandana Initiative to raise awareness of student mental health issues; working with other institutions to encourage students to be involved in their communities; collecting books for children in hospitals, hygiene products for the wellness center, and food items for the food pantries. She added that the Council is planning dinners with members of the legislature hoping to have them sponsor the campus Hunger Free Bill to aid in the elimination of food insecurity among students. She encouraged the institutions to use social media as a way to engage their students.

## **C. Advisory Council of Faculty**

Dr. Joel Farkas, Chair of the Advisory Council of Faculty and professor at WVU Parkersburg, provided an update on behalf of faculty. He explained the Council's mission and briefed the members on its activities and concerns. Dr. Farkas reported that the Council has been working on the faculty's legislative agenda for the upcoming legislative session; it is involved in promoting student health and safety; and it is advocating for the statewide expansion of broadband to aid in student success. Further, the Council has been discussing dual credit and alternative college credit options, academic freedom, the institutions' role in the state's economic development, and the issue of campus carry.

## **XII. Report on Fall 2022 Enrollment**

Dr. Zornitsa Georgieva, Senior Director of Research, presented an analysis of current enrollment data resulting from the Fall 2022 census data collection along with a discussion of historical enrollment trends. She provided detailed information regarding headcount enrollment, fall-to-fall retention rates, college-going rate, FTE enrollment, and student subpopulation enrollment trends.

## **XIII. Overview of the West Virginia Student Aid Management System**

Mr. Matthew Turner, Executive Vice Chancellor of Administration, reported that the Division of Financial Aid has implemented a new online portal for state financial aid. The portal allows students to create an account and apply for multiple state financial aid programs, edit their applications, track the status of their application, and view their award information. He added that the portal is powered by Salesforce and provides the Division of Financial Aid new capabilities in managing student information and providing better customer service to students.

## **XIV. Presentation of 2022 Health Sciences and Rural Health Report**

Dr. Cynthia Persily, Vice Chancellor of Health Sciences, presented the 2022 Health Sciences and Rural Health Report. She indicated that the report includes admissions data, licensure exam data, and student debt data from the medical schools at Marshall

University, the West Virginia School of Osteopathic Medicine, and West Virginia University. Additionally, it includes graduation data from other health professions programs; Health Sciences Service Program, Choose WV, Mental Health Loan Repayment Program and Medical Student Loan Program data; and, Rural Health Initiative program profiles. Dr. Persily noted that according to legislative code, the *Report* will be presented to the Legislative Oversight Commission on Education Accountability in 2023, and it will be posted to the Policy Commission's website.

#### **XVI. Implementation of TIAA RetirePlus Select**

Ms. Patricia Humphreys, Vice Chancellor of Human Resources, provided a report on the implementation of TIAA RetirePlus Select. She explained that after meetings of the Commission's finance committee, it has agreed to move the employee retirement plans to TIAA RetirePlus Select. She added that it retains the best aspects of target date funds and includes features that may provide significant value for participants, and that including TIAA Traditional as part of each investment model will help the plan achieve its goal of providing lifetime retirement income and help employees of West Virginia higher education institutions achieve their retirement goals. Participants still will have the flexibility to choose investments, but the guided path developed for this plan will consider their age, their risk tolerance and retirement goals. Ms. Humphreys made available the brochure "Preparing Employees for New Realities of Retirement – WVHEPC October 2022."

#### **XV. Additional Board action and Comment**

There were no additional Board actions or comments.

#### **XIV. Adjournment**

There being no further business, Commissioner Dailey moved to adjourn the meeting. Commissioner Cameron seconded the motion. Motion passed.

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Andrew A. Payne, Chairman

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Diana Lewis Jackson, Secretary

**DRAFT MINUTES**  
**WEST VIRGINIA HIGHER EDUCATION POLICY COMMISSION**  
**SPECIAL MEETING**

**March 8, 2023**

**I. Call to Order**

Chairman Andrew A. Payne convened a special meeting of the West Virginia Higher Education Policy Commission on March 8, 2023, at 1:30 p.m., by teleconference and Zoom video. The following Commission members participated: Christina Cameron, Ex-Officio; James W. Dailey; Michael J. Farrell; Diane Lewis Jackson; Andrew A. Payne, and Donna L. Schulte. Other participants included university representatives, Chancellor Sarah Armstrong Tucker, Higher Education Policy Commission staff, and others.

Chairman Payne secured a quorum and gave a brief overview of the agenda.

**II. Approval of Eligibility Requirements, Annual Award Amount, Extending Deadline and Summer Awards for the Promise Scholarship Program**

Mr. Brian Weingart, Senior Director of Financial Aid, gave an overview of the proposed eligibility requirements, award amount, and extension of deadlines for the Promise Scholarship Program.

Commissioner Cameron moved approval of the following resolution:

*Resolved*, That the West Virginia Higher Education Policy Commission approves proposed eligibility requirements, the annual award amount, extending the deadline and summer awards for the Promise Scholarship Program.

Commissioner Lewis Jackson seconded the motion. Motion passed.

**III. Approval of Fiscal Year 2024 Distribution Plan for the West Virginia Higher Education Grant Program**

Director Weingart provided an overview of the proposed Fiscal Year 2024 distribution plan for the West Virginia Higher Education Grant Program.

Commissioner Farrell moved approval of the following resolution:

*Resolved*, That the West Virginia Higher Education Policy Commission approves the proposed Fiscal Year 2024 distribution plan for the West Virginia Higher Education Grant.



Commissioner Dailey seconded the motion. Motion passed.

#### **IV. Additional Board Action and Comment**

There was no additional Board action or comment.

#### **V. Adjournment**

There being no further business, Commissioner Farrell moved to adjourn the meeting. Commissioner Cameron seconded the motion. Motion passed.

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Andrew A. Payne, Chairman

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Diana Lewis Jackson, Secretary



## 2024 MEETING SCHEDULE

Meeting Date	Meeting Location
April 12, 2024	To Be Determined
June 28, 2024	To Be Determined
September 20, 2024	To Be Determined
December 13, 2024	To Be Determined

Institutional items must be received by Commission staff at least four weeks before the meeting date to allow sufficient time for staff review and preparation for publication of agenda materials. Agendas are posted on the Commission website one week prior to the meeting.

**West Virginia Higher Education Policy Commission  
Meeting of June 16, 2023**

**ITEM:** Approval of Appointments to the Higher Education Student Financial Aid Advisory Board

**INSTITUTIONS:** All

**RECOMMENDED RESOLUTION:** *Resolved*, That the West Virginia Higher Education Policy Commission approves the appointments of Tammy Brown and Sarah Schneider to the Higher Education Student Financial Aid Advisory Board.

**STAFF MEMBER:** Tana Pendell

**BACKGROUND:**

The Higher Education Student Financial Aid Advisory Board (SFAAB) is a body statutorily charged to provide financial aid expertise and policy guidance to the Commission and the Council for Community and Technical College Education (Council) on matters related to federal, state, and private student financial aid resources and programs.

The SFAAB consists of seven members. Three members are appointed by the Commission, two members by the Council, one member by the West Virginia Independent Colleges and Universities, and one member by the West Virginia School Counselor Association. According to statute, although original appointments by the Commission were for different term lengths, subsequent appointments shall be for three-year terms. Members are eligible to succeed themselves for one additional consecutive term.

The statute provides that members appointed by the Commission and the Council shall possess a broad knowledge of state and federal higher education student financial aid programs and have experience in administering these programs, preferably at the system or campus level.

Currently, there are two vacant positions where board members had served the maximum amount of time allowed. Tammy Brown and Sarah Schneider have been recommended and are able to serve three-year terms that begin July 1, 2023. Tammy Brown is the Chief of Enrollment at Concord University and is the former Director of Financial Aid at Concord. Sarah Schneider is the Assistant Director of Student Aid Operations at West Virginia University.

**West Virginia Higher Education Policy Commission  
Meeting of June 16, 2023**

**ITEM:** Approval of Fiscal Year 2024 WVNET Budget

**INSTITUTION:** West Virginia Network for Educational  
Telecomputing

**RECOMMENDED RESOLUTION:** *Resolved*, That the West Virginia Higher Education Policy Commission approves the Fiscal Year 2024 West Virginia Network for Educational Telecomputing budget.

**STAFF MEMBER:** Steven White

**BACKGROUND:**

The West Virginia Network for Educational Telecomputing (WVNET) provides networking and computing services for West Virginia public colleges and universities, K-12 schools, public libraries, and county courthouses, as well as the Commission and the West Virginia Community and Technical College System. Formed in 1975, WVNET is one of the oldest Research and Education Networks (REN) in the nation.

WVNET provides powerful cloud-based data services, high-speed Internet, significant software discounts, and access to Internet2 for educational institutions. WVNET also provides services to over 100 state agencies and non-profit organizations.

Without WVNET, each institution would pay higher software costs, higher maintenance fees, and higher personnel costs. With a staff of fewer than 50 people, WVNET provides statewide Internet, database, software and technical support services with exceptional customer service, targeted specifically at education entities, often with unique or customized needs.

**State Appropriations**

WVNET received a Fiscal Year (FY) 2024 general revenue appropriation of \$1,873,368. This is an increase of \$55,376 (3.05%) from FY 2023. The state appropriation is used entirely for staffing and covers approximately one-third of WVNET's personnel budget.

The remainder of WVNET's budget is composed of fee-based services to colleges and universities, schools, libraries, municipalities and several state agencies.

**Combined Budget (Chart 1)**

The WVNET budget consists of two main categories of revenues and expenditures: (1) an operating budget (including personnel costs), and (2) a pass-through budget, providing

a discounted software purchasing service for West Virginia's public colleges and universities.

The FY 2024 proposed combined budget for these two categories is \$14,650,654. This is an increase of \$1,394,881 (10.52%) from the FY 2023 budget proposal. The biggest portion of this increase is due to an anticipated one-time Congressionally Directed Spending appropriation for networking and data center equipment. The FY 2024 budget also incorporates Legislature-directed state employee pay and PEIA employer premium increases.

## **Operating Budget (Chart 2)**

WVNET operating revenues are derived from the state appropriation, contracts, services, reserve and interest income.

WVNET's projected FY 2024 revenues are \$10,764,725. This is an increase of \$1,559,508 (16.94%) from the FY 2023 budget proposal.

During FY 2023, WVNET completed the migration of all service related to Oracle databases to Oracle's cloud infrastructure. This not only provides WVNET and its customers with enhanced security and expanded database services, but also provides WVNET and its customers more flexibility in licensing, since Oracle's costs are based on database usage and not potential database users. The Oracle Cloud has been moved into the Operating Budget, and the former Oracle database named user system has been curtailed from the Pass Through Budget, shown FY 2024 as 0. The Oracle Cloud is in its third year of a three-year agreement, and the contract will be re-negotiated for FY 2025 to align with the tracked usage.

WVNET generates operating revenue through a chargeback model for the centralized hosting of higher education software such as the Banner student information system, Degree Works academic progress, and Argos reporting. Other services provided include high-speed Internet access, connectivity to Internet2, email anti-virus and spam filtering, web design and hosting, Oz problem management software, help desk and technical support, and virtual machines and co-location services. Following a 2022 review of WVNET's services pricing structure by an external auditing firm, WVNET increased rates for FY 2024 for Argos Hosting, Banner Hosting, Support Services and Help Desk Hosting to reflect market value and to establish additional pricing tiers based on FTE.

Please note that for FY 2023, there was an error in the budgeted personnel costs. The FY 2023 YTD reflects actual spending, which is in line with the amount budgeted for FY 2024. There is an increase of \$101,749 in the amount budgeted for employee fringe benefits for FY 2024 due to the PEIA employer premium increases.

In FY 2023, WVNET continued to provide support for its D2L's Brightspace Learning Management System platform. WVNET also regained a customer that did not utilize Brightspace as its LMS during the previous migration.

FY 2024 is the third year of the five-year agreement with the West Virginia Department of Education for high-speed Internet and web hosting for all K-12 schools. Additional support contracts for supplementary services were also renewed by the Department of Education.

### **Congressionally Directed Community Project Funds (CDCPF) Budget**

As part of the Omnibus Appropriations Act of 2023 (Appropriations Act), WVNET applied for funding for upgrades to WVNET's networking infrastructure, data center maintenance and hardware replenishment. WVNET was awarded the amount of \$1.5 million through this grant.

### **Pass-Through Budget (Chart 3)**

The pass-through budget enables the consortium of institutions to obtain lower overall costs on technology purchases. This budget depends largely on purchases made by institutions from WVNET contracts with our key software vendors (such as Ellucian, Microsoft, and Educause). WVNET is the central billing site for vendors and manages allocations and chargebacks to the appropriate institutions. With the aforementioned Oracle migration, Oracle cloud infrastructure costs are now incorporated in the operating budget and no longer part of the pass-through budget.

For FY 2024, WVNET's projected pass-through budget is \$3,885,929. This is a decrease of \$164,627 (-4.06%) from the FY 2023 budget proposal.

**Chart 1**  
**West Virginia Network for Educational Telecomputing**  
**Proposed FY 24**  
**Combined Budget**

	<b>FY 2023</b>	<b>FY 2023</b>	<b>FY 2024</b>	<b>FY 2024</b>
	<b>Budget</b>	<b>YTD</b>	<b>Proposed Budget</b>	<b>Proposed Budget Change from FY 23 Budget</b>
<b><u>Revenue</u></b>	<b>\$13,255,773</b>	<b>\$10,000,419</b>	<b>\$14,650,654</b>	<b>\$1,394,881</b>
State Appropriation	1,817,992	1,817,992	1,873,368	55,376
Other Revenue	11,437,781	8,182,427	11,277,286	(160,495)
Congressionally Directed Community Project Funds (CDCPF)	0	0	1,500,000	1,500,000
<b><u>Expenditures</u></b>	<b>\$13,255,773</b>	<b>\$9,594,659</b>	<b>\$14,650,654</b>	<b>\$1,394,881</b>
Personnel	3,854,000	3,204,354	3,565,342	(288,658)
Benefits	846,000	728,323	947,749	101,749
Current Expenses	6,972,339	5,449,021	7,687,564	715,225
Repairs and Alterations	93,000	36,319	250,000	157,000
Assets Equipment	679,434	176,644	1,700,000	1,020,566
Assets Other	811,000	0	500,000	(311,000)
<b><u>Balance</u></b>	<b>0</b>	<b>405,759</b>	<b>0</b>	<b>0</b>

**Chart 2**  
**West Virginia Network for Educational Telecomputing**  
**Proposed FY 24**  
**Operating Budget**

	FY 2023	FY 2023	FY 2024	FY 2024
	Budget	YTD	Proposed Budget	Proposed Budget Change from FY 23 Budget
<b><u>Revenue</u></b>	<b>\$9,205,217</b>	<b>\$8,275,437</b>	<b>\$10,764,725</b>	<b>\$1,559,508</b>
State Appropriation	1,817,992	1,817,992	1,873,368	55,376
Contracts and Services	7,387,225	6,457,445	7,391,357	4,132
Congressionally Directed Community Project Funds (CDCPF)	0	0	1,500,000	1,500,000
<b><u>Expenditures</u></b>	<b>\$9,205,217</b>	<b>\$7,869,677</b>	<b>\$10,764,725</b>	<b>\$1,559,508</b>
Personnel	3,854,000	3,204,354	3,565,341	(288,658)
Benefits	846,000	728,323	947,749	101,749
Current Expenses	2,921,783	3,724,039	3,801,635	879,852
Repairs and Alterations	93,000	36,319	250,000	157,000
Asset Equipment	679,434	176,644	1,700,000	1,020,566
Asset Other (Software)	811,000	0	500,000	(311,000)
<b><u>Balance</u></b>	<b>0</b>	<b>405,759</b>	<b>0</b>	<b>0</b>



**Chart 3**  
**West Virginia Network for Educational Telecomputing**  
**Proposed FY 24**  
**Pass Through Budget**

	<b>FY 2023</b>	<b>FY 2023</b>	<b>FY 2024</b>	<b>FY 2024</b>
	<b>Budget</b>	<b>YTD</b>	<b>Proposed Budget</b>	<b>Proposed Budget Change from FY 23 Budget</b>
<b><u>Revenue</u></b>	<b>\$4,050,556</b>	<b>\$1,724,982</b>	<b>\$3,885,929</b>	<b>(\$164,627)</b>
Banner Consulting General	500,000	46,866	500,000	0
Banner TCP Software Maintenance Renewals, including DWTE	2,479,283	1,058,295	2,549,577	70,294
Sign Now	21,600	0	0	(21,600)
Educause	15,600	14,888	15,600	0
Microsoft Campus Agreement	376,481	351,627	394,160	17,679
Oracle	0	0	0	0
Learning Management System LMS	231,000	0	0	(231,000)
Domain Registration, Security Site	1,592	1,874	1,592	0
Ellucian Add on Licenses	425,000	251,432	425,000	0
<b><u>Expenditures</u></b>	<b>\$4,050,556</b>	<b>\$1,724,982</b>	<b>\$3,885,929</b>	<b>(\$164,627)</b>
Banner Consulting General	500,000	46,866	500,000	0
Banner TCP Software Maintenance Renewals, including DWTE	2,479,283	1,058,295	2,549,577	70,294
Sign Now	21,600	0	0	(21,600)
Educause	15,600	14,888	15,600	0
Microsoft Campus Agreement	376,481	351,627	394,160	17,679
Oracle	0	0	0	0
Learning Management System LMS	231,000	0	0	(231,000)
Domain Registration, Security Site	1,592	1,874	1,592	0
Ellucian Add on Licenses	425,000	251,432	425,000	0
<b><u>Balance</u></b>	<b>0</b>	<b>0</b>	<b>0</b>	<b>0</b>

**West Virginia Higher Education Policy Commission  
Meeting of June 16, 2023**

**ITEM:** Approval of Fiscal Year 2024 Higher Education Policy Commission Division Operating Budgets and Higher Education System Initiatives

**INSTITUTION:** West Virginia Higher Education Policy Commission

**RECOMMENDED RESOLUTION:** Resolved, that the West Virginia Higher Education Policy Commission approves the Fiscal Year 2024 division operating budgets and higher education system initiatives

**STAFF MEMBER:** Misty Price

**BACKGROUND:**

The Commission's budget is funded from State appropriations, grants and contracts, student fees, and investment income.

From the \$169 million budget, about \$12.6 million is allotted for Commission operating expenses; \$15.7 million is designated for debt interest payments; about \$1.8 million is provided to support the operations of the West Virginia Regional Technology Park; and the balance is to be expended for financial aid and institutional support activities.

The Operating expenses include personal services, employee benefits, totaling \$7.6 million, or 60.5 percent, of the Commission Office operating budget. Other fixed operating costs such as building rent, telecommunications, and on-going contractual services total \$5 million, or 39.5 percent. Of the budget for Supplies and other Services, about 90% of the expenditures are budgeted in the following object codes.

<b>Expense</b>	<b>Amount</b>
Advertising and Promotional	\$110,477
Computer Equipment	\$65,525
Computer Services- Internal	\$74,055
Contractual, Professional, Consultant and Security Service Fees	\$2,961,564
Fire, Auto, Bond and Other Insurance	\$62,344
Hospitality	\$103,770
Printing and Binding	\$56,977
Building Rent Expense	\$483,956
Routine Maintenance Contracts	\$46,523
Routine Maintenance of Buildings	\$45,522
Software Licenses	\$278,370
Training and Development- In State	\$42,670
Travel Employee	\$128,754

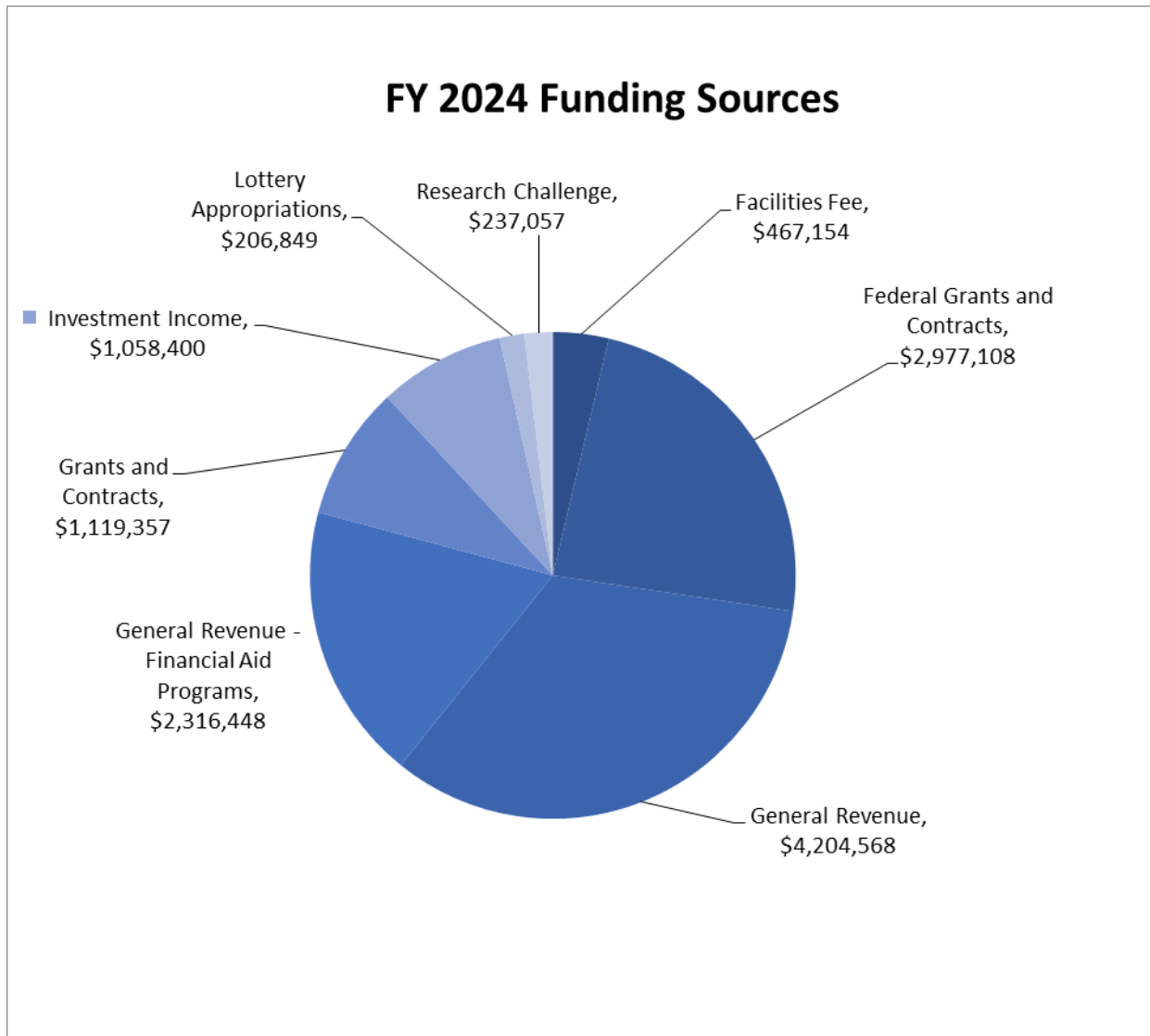
The following charts and tables summarize the budgets and sources of revenue:

- Table 1 provides the Commission's total budget;
- Chart 1 details the various funding sources that contribute to the total Commission Office operating budget;
- Chart 2 provides the distribution of operating expenses for FY 2024.

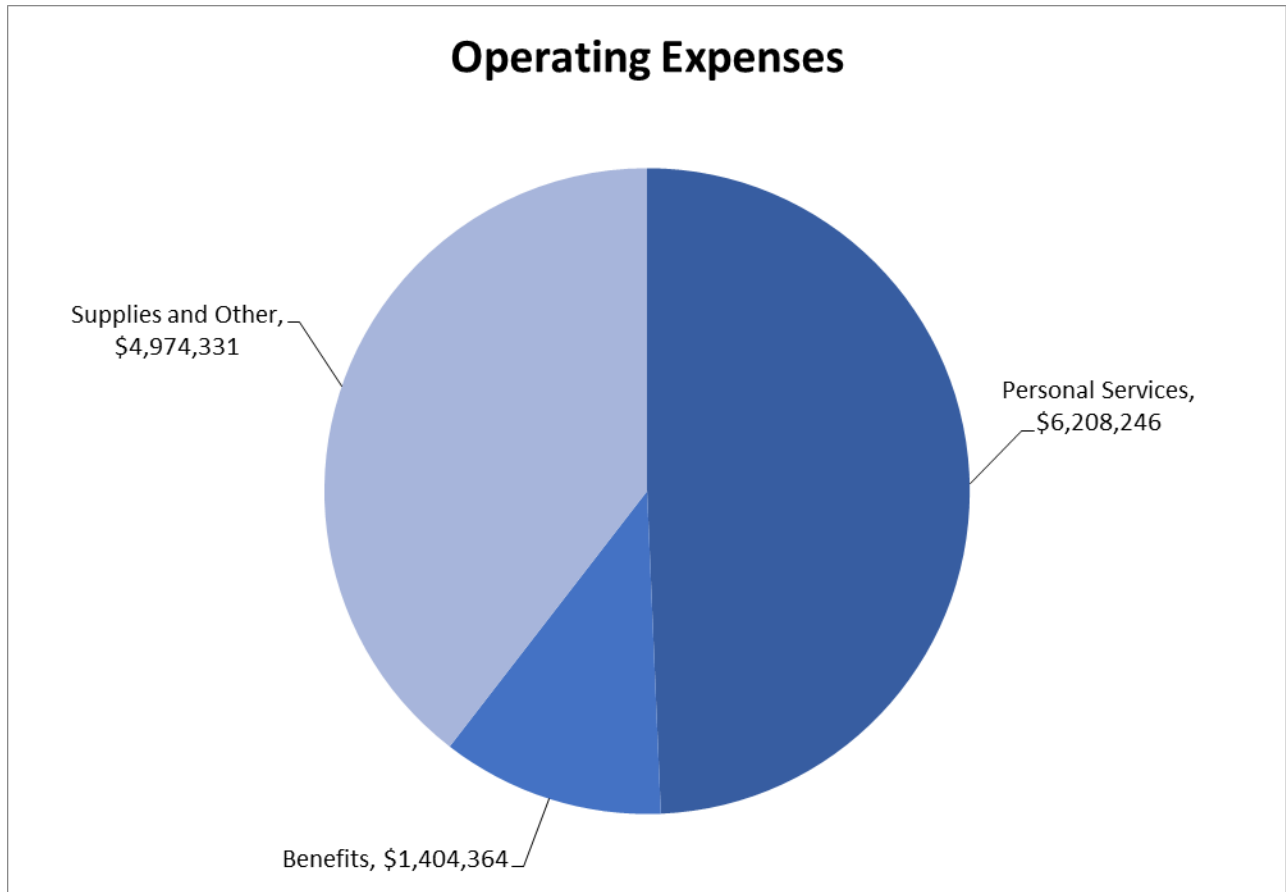
Table 1

West Virginia Higher Education Policy Commission						
FY 2024 Budget						
	Total	Operating Expenses	Institution Support	Financial Aid	West Virginia Regional Technology Park Support	Debt Service
<b>Appropriations and Revenues</b>						
General Revenue and Lottery Appropriations	\$131,788,223	\$6,964,922	\$4,528,493	\$98,534,554	\$1,760,254	\$20,000,000
Grants and Contracts						
Federal	8,250,000	2,977,108	5,272,892			
State	21,119,357	1,119,357	20,000,000			
Private	0	0				
<b>Total Operating Appropriations and Revenues</b>	<b>161,157,580</b>	<b>11,061,387</b>	<b>29,801,385</b>	<b>98,534,554</b>	<b>1,760,254</b>	<b>20,000,000</b>
<b>Operating Expenses</b>						
Salaries and Wages	6,208,246	6,208,246				
Fringe Benefits	1,404,364	1,404,364				
Supplies and Other	5,677,272	4,914,331	762,941			
Utilities	60,000	60,000				
<b>Total Operating Expenses</b>	<b>13,349,882</b>	<b>12,586,941</b>	<b>762,941</b>			
<b>Nonoperating Revenues (Expenses)</b>						
Investment Gain	1,058,400	1,058,400				
Institutional Debt Interest Payments:						
Interest	6,364,349					6,364,349
Other	467,154	467,154				
Interest on Indebtedness	(15,718,833)					(15,718,833)
Student Financial Aid and other payments *	(130,633,905)		(29,038,444)	(99,835,207)	(1,760,254)	
<b>Total Nonoperating Revenues (Expenses)</b>	<b>(138,462,835)</b>	<b>1,525,554</b>	<b>(29,038,444)</b>	<b>(99,835,207)</b>	<b>(1,760,254)</b>	<b>(9,354,484)</b>
<b>Revenues in Excess of Expenditures</b>	<b>\$9,344,863</b>	<b>\$0</b>	<b>\$0</b>	<b>(\$1,300,653)</b>	<b>\$0</b>	<b>\$10,645,516</b>

Chart 1



**Chart 2**



## Higher Education System Initiatives

Academic Research and other Sponsored Research	100,000
Annual Title IX Training	36,000
Board of Governors Training	45,000
Boards of Governors / Staff Training	50,000
Chancellor's Initiatives	25,000
Chancellor's Scholars: Marshall University	55,000
Chancellor's Scholars: West Virginia University	140,000
College Access Outreach Counselors	44,720
Data Policy Advisory Council Professional Develop.	20,000
Diversity for Equity Grants	75,000
Institutional Professional Development	30,000
Institutional Research Support	90,000
Instrumentation & Opportunity Grants	120,000
Online Tutoring Brainfuse	125,000
Single Statewide Audit	20,000
Sponsorship for Annual Training Conference	5,000
Statewide College Access & Student Success	80,000
Statewide Txt 4 Success Project	80,000
Student Leadership Conference	30,000
Student Success Summit	25,000
Health Sciences Division Behavioral Health Programs	100,000
Service Excellence Training	50,000
Student Completion Initiatives	50,000
WV Higher Education Statewide Employee Assistance Program	10,000
Health Sciences Podcast Project	65,000
Statewide Marketing	75,000
Statewide Postsecondary College Awareness Campaign	15,000
Statewide Portal Project	75,000
Distance Learning via WVROCKS	67,000
International Education Projects	100,000
Strategic Course Scheduling and Advance Analytics	300,000
Open Education Resources Grants and Repository	500,000
Student Loan Default Management	20,000
<b>Grand Total</b>	<b>2,622,720</b>

**West Virginia Higher Education Policy Commission  
Meeting of June 16, 2023**

**ITEM:** Approval of Provisional Reauthorization of Alderson Broaddus University

**INSTITUTION:** Alderson Broaddus University

**RECOMMENDED RESOLUTION:** *Resolved*, That the West Virginia Higher Education Policy Commission approves provisional reauthorization for Alderson Broaddus University.

**STAFF MEMBER:** Corley Dennison

Given continued financial solvency concerns for Alderson Broaddus University, it is recommended that the Commission grant provisional reauthorization for the coming academic year, with the understanding that the Commission may reassess the University's authorization status at a future meeting.

This provisional reauthorization is contingent on the ability of Alderson Broaddus University to provide, without interruption, essential services such as instruction, financial aid processing and other critical student services.

The Chancellor will request detailed information regarding the University's financial condition and its plan to safeguard its students' interests. Such information may include material regarding finances, enrollment, student record security, financial exigency and teach-out plans, and any other information deemed necessary by the Chancellor to ensure the Commission receives a comprehensive picture of the institution's operating condition and ability to meet the State's standards for reauthorization.

In the event of a sanction or change in status with the Higher Learning Commission, Alderson Broaddus University shall immediately notify the Chancellor.



**West Virginia Higher Education Policy Commission  
Meeting of June 16, 2023**

**ITEM:** Approval of Annual Reauthorization of Four-Year Degree-Granting Private Institutions

**INSTITUTIONS:** Appalachian Bible College, Bethany College, Catholic Distance University, Davis and Elkins College, Future Generations University, University of Charleston, West Virginia Wesleyan College, Wheeling University, American Public University, Salem University, and Strayer University

**RECOMMENDED RESOLUTION:** *Resolved*, That the West Virginia Higher Education Policy Commission approves annual reauthorization for Appalachian Bible College, Bethany College, Catholic Distance University, Davis and Elkins College, Future Generations University, University of Charleston, West Virginia Wesleyan College, Wheeling University, American Public University, Salem University, and Strayer University.

**STAFF MEMBER:** Corley Dennison

**BACKGROUND:**

Series 52, Legislative Rule, Annual Reauthorization of Degree-Granting Institutions establishes a process for the Commission to annually reauthorize degree-granting institutions in West Virginia offering baccalaureate degrees and higher. Institutions are required to provide all information “necessary to assess the performance of the institution and to determine whether the institution continues to meet the minimum standards for conferring degrees.”

**West Virginia Higher Education Policy Commission  
Meeting of June 16, 2023**

**ITEM:** Approval of Master of Business Administration

**INSTITUTION:** Glenville State University

**RECOMMENDED RESOLUTION:** *Resolved*, That the West Virginia Higher Education Policy Commission approves the Master of Business Administration at Glenville State University for implementation in fall 2023. This approval expires two years from the date of Commission approval if the program is not fully implemented.

**STAFF MEMBER:** Corley Dennison

**BACKGROUND:**

Glenville State University proposes the implementation of a Master of Business Administration (MBA) program to build on its undergraduate Bachelor of Science Business Administration program.

The proposed MBA consists of 36 credit hours using an accelerated eight-week format and will be offered by online and hybrid options. The program will consist of 21 credit hours in the MBA core and 15 elective hours.

The program will be delivered utilizing existing terminal faculty. However, as the program grows, additional faculty may be required, and projected costs will be covered by tuition revenue.

Enrollment growth is expected with eight students projected in the first year to a projection of 17 students by year five. Additional students are also expected in the hybrid program.

The program has received peer review recommendation for approval from The Higher Learning Commission (HLC). The following is recommended by the Academic Affairs staff:

- The MBA program at Glenville State University be approved for implementation in Fall 2023.
- If the program is not fully implemented by August 2024, the program will no longer be considered approved by the Commission and must be resubmitted for review and approval.
- Final approval is received by HLC.

# Submission of New Program Proposal

*Glenville State University*

*MASTER OF BUSINESS ADMINISTRATION (MBA)*

Glenville, West Virginia 26351

To be implemented August 14, 2023

The attached program proposal is for a Master of Business Administration (MBA) to strategically build on the thriving undergraduate BSBA program at Glenville State University. The program has received peer review panel recommendation for approval from HLC with final Institutional Actions Council anticipated at the June 5-6, 2023 meeting. Following final approvals from WV-HEPC and HLC, Glenville State University plans to offer the program beginning with the fall 2023 semester (which begins August 14, 2023). Please note that in the absence of a 2022 Series 11-6 form, this new program proposal largely conforms to the 2020 Series 11-6 format. Should the Commission find any needed material missing, Glenville State University would request and welcome the opportunity to provide that information.

## 6.2. Program Description

The MBA program of Glenville State University is designed to provide advanced educational opportunities that forge confident leaders. The robust curriculum, delivered through online and hybrid format, explores the field of business with technology and a global perspective woven throughout the course content.

### 6.2.1. Program Objectives:

1. Demonstrate the foundational educational requirements of business functions.
2. Apply business principles to solve structured and unstructured problems to strengthen strategic positioning in the global economy.
3. Deliver professional quality communication that demonstrates appropriate audience awareness for the development of effective leadership.
4. Identify problems, generate, and evaluate alternatives using appropriate analytical and quantitative techniques, and draw conclusions in order to evaluate business opportunities and make sound business decisions.
5. Examine and analyze the value of diverse perspectives in business decision making and organizational life.
6. Demonstrate awareness of the current legal, global and economic regulatory environments that impact business.
7. Evaluate the business environment and opportunities and devise strategies for responding effectively to problems, threats, and opportunities.
8. Utilize qualitative and quantitative methods to investigate and solve critical business problems by taking a multiple function approach.

### 6.2.2. Program Identification:

The National Center for Education Statistics CIP code for the MBA is 52.201: “A program that generally prepares individuals to plan, organize, direct, and control the function and processes of a firm organization. Includes instruction in management theory, human resource management and behavior, accounting and other quantitative methods, purchasing and logistics, organization and production, marketing, and business decision-making.”

### 6.2.3. Program Features

#### **6.2.3.a. Admissions and Performance Standards:**

Students must have a cumulative undergraduate GPA of 2.75 or higher on a 4.0-grade point scale or transfer graduate credit of at least 6 hours with a minimum GPA of 3.0. Applicants must submit all undergraduate transcripts (and graduate transcripts, if applicable), an application for admission, and a professional resume.

International students are eligible to take the hybrid program. International students must submit their attested transcript from an undergraduate university as part of their admissions file. An institutionally recognized course evaluation firm must complete a course-by-course evaluation.

Students entering the program without a degree in business will need to complete ACCT 520 Applied Managerial Accounting and MGMT 537 Applied Managerial Theories as part of their 15 elective credit hours.

### **6.2.3.b. Program Requirements:**

**MBA Core Courses (Note that these are all new courses for GSU. Catalog descriptions below.)**

<b>Course Number</b>	<b>Course Title</b>	<b>Credit Hours</b>	<b>Course Objectives</b>	<b>ACBSP Standard</b>
ACCT 621	Financial Reporting & Controls	3	MBA 02	Standard 1
BUSN 630	Data Drive Analyses	3	MBA 04	Standard 3
ECON 620	Public Policy & the Economy	3	MBA 06	Standard 3 & 4
MGMT 600	Leadership & Corporate Accountability	3	MBA 03	Standard 1 & 2
MGMT 610	Innovative Business Strategies	3	MBA 07	Standard 4
MGMT 693	Capstone	3	MBA	
MRKT 645	Marketing & Brand Communications	3	MBA 01 MBA 02	Standard 1 Standard 4

### **MBA Elective Courses (15 credit hours)**

<b>Course Number</b>	<b>Course Title</b>	<b>Credit Hours</b>	<b>Course Objectives</b>	<b>ACBSP Standards</b>
ACCT 520*	Applied Managerial Accounting	3	MBA 01	Standard 1
BUSN 670	Business & International Law	3		
FINC 621	Business Continuity & Risk Management	3	MBA 07	Standard 2
MGMT 537*	Applied Managerial Theories	3	MBA 01	Standard 3
MGMT 615	Modern Management Theories	3	MBA 03	Standard 1 & 2
MGMT 625	Ethics & Social Responsibility	3	MBA 06	Standard 4
MGMT 683	HR & Organizational Development	3	MBA 05	Standard 1
MGMT 687	Operations & Supply Chain	3	MBA 04 MBA 08	Standard 4

\* As noted above, students entering the program without a degree in business will need to successfully complete ACCT 520 Applied Managerial Accounting and MGMT 537 Applied Managerial Theories as part of their 15 elective credit hours.

### **ACCT 520 Applied Managerial Accounting**

**3 Hours**

The course provides accounting information to aid managers in planning, control, and decision-making. It examines managerial accounting and cost management related accounting principles in a business environment.

**ACCT 621 Financial Reporting & Controls****3 Hours**

The course examines the integration of key concepts from accounting, finance, economics, and business strategies from an accounting perspective to construct financial decisions to today's technological and global business.

**BUSN 630 Data Driven Analyses****3 Hours**

This course examines, describes, and analyzes data to facilitate economic and financial decision-making in a modern and complex business system. Appropriate advanced forecasting tools are used to make decisions regarding operations, risk management, finance, integrated marketing, and similar business-related endeavors.

**BUSN 670 Business & International Law****3 Hours**

A study of selected international legal issues affecting or regulating multinational enterprises, foreign investments, the international banking and currency systems, labor matters, intellectual property, sales transactions, transportation, and trade financing.

**ECON 620 Public Policy & Economy****3 Hours**

This course analyzes the impact of public policy on the allocation of resources and the distribution of income in the economy. In this course, you will learn how to use economic tools and empirical analysis to answer questions such as why government should intervene in the economy, when and where should the government intervene, what are the types of government intervention, and what are the effects of policy intervention on economic decision making of households and businesses. The course will include topics such as: income redistribution programs, taxation, government debt, market failures, entitlement programs and social insurances, fighting business cycle problems, planning for economic development and growth, and trade policies.

**FINC 621 Business Continuity & Risk Management****3 Hours**

The course will explore risk assessment, reduce organizational vulnerabilities (internal, external, and digitally) to the organization by selecting effective risk controls, and consistent continuity through the relevant channels of the organization.

**MGMT 537 Applied Managerial Theories****3 Hours**

The course examines the organizational and operational concepts related to analysis and decision-making. Topics include the effects of organizational structure on human behavior and motivation, development of human capital, and utilizing internal and external data to adapt operations to meet the demands of the business entity stakeholders.

**MGMT 600 Leadership & Corporate Accountability****3 Hours**

This course will examine the dynamic and ever-evolving role of leadership and accountability in today's business environment. The course will explore advanced management and governance systems that focus on the complex and diverse challenges with conflicting demands that confront businesses today.

**MGMT 610 Innovative Business Strategies****3 Hours**

An entrepreneurial approach to understanding the basis for the performance of the firm and to identify those changes that are most likely to affect future performance. Managers will formulate and implement strategies to compete successfully using a data driven analysis approach.

**MGMT 615 Modern Management Theory**

**3 Hours**

Using an innovative approach in a modern business environment, this course will focus on the concepts of planning, organizing, leading, controlling, and influencing the organization, the human capital, and the community through a technologically changing work environment.

**MGMT 625 Ethics & Social Responsibility**

**3 Hours**

Students will explore the ethical considerations that guide and inform decisions, strategies, goals, products, services, and organizational leadership in the context of corporate social responsibility. Students will learn applications and implementations of ethics and Corporate Social Responsibility (CSR) in domestic and international settings, assessing the debates about CSR practices and the socio-economic, cultural, and political challenges to businesses looking to develop CSR programs through an application approach.

**MGMT 683 HR & Organizational Development**

**3 Hours**

The current knowledge economy necessitates the continuous development of individuals' knowledge and skills as we as developing the organization and its human capital. The course aligns employee performance and organizational goals in a diverse and dynamically changing environment.

**MGMT 687 Operations & Supply Chain**

**3 Hours**

The course examines the systematic approaches to managing all activities involved in the production and moving materials, products, services, and information from point to point. Students will learn to make improved operational and supply chain management decisions through the practical application of multiple analytic techniques used by managers in the field. Emphasis is placed on transportation systems, inventory analysis and management, and warehouse management.

**MGMT 693 Capstone**

**3 Hours**

This course is the culmination of the content from the MBA program. It is the integration of tools and techniques that have been explored throughout the program. Students engage in the development of a senior level analysis for a business or non-profit.

**MRKT 645 Marketing & Brand Communications**

**3 Hours**

The course focuses on the importance of developing a favorable brand and brand experience throughout the segmenting and marketing strategy process. Students will develop an insight-driven communication tactic that brings a brand's identity to life.

*6.2.4. Program Outcomes*

Glenville State University has applied for recognition and will seek national accreditation with the Accreditation Council for Business Schools and Programs (ACBSP) for its undergraduate degree in Business Administration. Work on the ACBSP self-study for the undergraduate degree

has begun, with a target submission of spring 2024. The intent is for the MBA program to also be submitted for recognition once the program has met ACBSP prerequisites for numbers of graduates and years of operation.

With this intent, the MBA program was built around ACBSP standards. This includes adherence to and building upon at the graduate level the Common Professional Components (CPC). The CPC was developed in 1988 to stress a multidimensional approach to the field of business. These components, and the courses developed in alignment with those components, are listed below:

**Professional Component 1 - Functional Areas**

ACCT 520	Applied Managerial Accounting
ACCT 621	Financial Reporting & Controls
MGMT 600	Leadership & Corporate Accountability
MRKT 645	Marketing & Brand Communications
MGMT 615	Modern Management Theories
MGMT 683	HR & Organizational Development

**Professional Component 2 - The Business Environment**

MGMT 615	Modern Management Theories
MGMT 600	Leadership & Corporate Accountability
MRKT 645	Marketing & Brand Communications
FINC 621	Business Continuity & Risk Management
BUSN 670	Business & International Law

**Professional Component 3 - Technical Skills**

BUSN 630	Data Driven Analyses
ECON 620	Public Policy & the Economy
MGMT 537	Applied Managerial Theories
MGMT 687	Operations & Supply Chain

**Professional Component 4 - Integrative areas**

MGMT 610	Innovative Business Strategies
ECON 620	Public Policy & the Economy
MGMT 625	Ethics & Social Responsibility
MGMT 693	Capstone

With this structure in mind, graduates of the program are expected to obtain careers in business and/or to advance in their existing positions. In addition, graduates of the program are expected to take leadership roles in their organizations. Finally, graduates of the program will have enhanced understanding of global business practices, making them more able to compete in today's interconnected business landscape.

***6.2.5. Program Content.***

The MBA program is entirely consistent with the mission and most recent strategic plan of Glenville State University. The addition of graduate programs was envisioned in the planning



process and is inherent in the scholarship and growth values section of the plan as well as explicitly named in Goal 2 under the Deliver Quality Education objective. Please see attached Strategic and Implementation Plan.

#### **6.2.5.a. The content and length of the proposed academic program**

The MBA program is comprised of 36 credit hours using an accelerated eight-week format. The program consists of 21 credit hours in the MBA core and 15 elective hours. As previously noted, if a student holds a degree outside of the field of business, they must complete ACCT 520 Applied Managerial Accounting and MGMT 537 Applied Managerial Theories as part of their elective hours.

The online MBA option will be asynchronous 8-week terms with two courses offered in each 8-week term. These two courses per term will consist of a required core course and an elective course.

The hybrid MBA option will utilize the same LMS and 8-week format as the online program but will include a bi-weekly meeting of 3 hours on the weekend. This format will allow the students to gather and apply the case studies in both programs.

Both programs are designed to allow for the flexibility necessary for the working adult while maintaining the physical requirement of the additional demographic of international students that the institution recruits.

#### **6.2.5.b. The undergraduate general education component shall be documented.**

N/A; not an undergraduate program

#### **6.2.5.c. Minimum requirement for general education**

N/A; not an undergraduate program.

### **6.3. Program Need and Justification**

MBA degree programs provide a valuable credential and attract students from across the United States and the world. Because of the value associated with the MBA, many non-business majors decide to pursue this gold standard degree. Thus, the target market for this degree is diverse, and the expectation is that the enrollment will include students from multiple disciplines and backgrounds, which will create a rich range of thought and experiences. Approximately 50% of those enrolled in the MBA programs have graduated with an undergraduate degree other than business, and the program at GSU was designed with this diversity in student body in mind.

The proposed MBA program was designed to be able to recruit students worldwide. According to the IIE Open Doors, the third largest number of international students are in business and management. Approximately 30% of F-1 students admitted are MBA students. This demographic provides a significant global opportunity for the institution and the degree.

The Department of Business worked collaboratively with the President, the Provost, and their teams to develop the MBA degree program proposal. The result of such a collaboration among teams is a program that is expected to provide the students, community, state, and nation with well-prepared students who can contribute to their organizations and the broader society in meaningful ways.

Alumni, recent graduates, and current students responded to a survey assessing the interest in offering an MBA program at Glenville State University. Offering such a program was overwhelmingly endorsed by these constituents with 98% approval; the remaining 2% did not respond to the question.

### *6.3.1. Relationship to Institutional Goals/Objectives*

The institutional strategic plan for 2021 – 2026 provides for opportunity and growth within viable academic programs that are in demand within the state, region, and globally. The MBA program is a viable opportunity to provide the next level of education.

This falls within the strategic plan objective of Deliver Quality of Education. Within that objective, the program is explicitly under the Goal 2: Establish and promote relevant academic programs.

### *6.3.2. Existing Programs in West Virginia*

West Virginia Higher Education Policy Commission (WVHEPC) provides an inventory list of institutions and programs across the state. The Degree Inventory was used to identify existing graduate programs offered at similar institutions across the state. A review of this degree inventory indicates that five MBA programs across the state use the CIP code 52.0201. There are five West Virginia State institutions of higher education that provide the MBA educational opportunity. These include:

Concord University  
Fairmont State University  
West Liberty University  
West Virginia University  
Shepherd University

Fairmont State University and West Virginia University are geographically closest to Glenville State University. Fairmont State University is over 50 miles from GSU's primary catchment area of Gilmer, Calhoun, Lewis, Doddridge, and other central West Virginia counties. West Virginia University is approximately 70 miles from the central part of West Virginia. Both institutions' demographics differ from Glenville State University.

The remaining institutions with the 52.0201 include Concord University, and Shepherd University. These institutions are geographically distant from the central part of West Virginia and are thus less likely to draw from the GSU expected local student base.

### *6.3.3. Program Planning and Development*

The president of Glenville State University requested the Dr. Dwight Heaster, Chair of the Department of Business to explore offering an MBA program. A committee within the Department of Business was created to explore the opportunities for a master's level program. This committee consisted of the Department Chair and two additional faculty. This committee explored various academic programs and models, and made recommendations to the entire Department of Business. The department faculty reviewed the program and made additional recommendations that were integrated into the final program.

### *6.3.4. Clientele Need:*

As described in 6.3 above, there are two major target groups for the program: local West Virginia students and international students. For both groups, the program will meet the need for advanced preparation in business that will pave the way to career advancement.

Also as noted above, the program is well suited to meeting the needs of recent business graduates from GSU's own BSBA program and other undergraduate programs who wish to further deepen and expand their skills. In addition, the program was designed to meet the needs of current business professionals who desire to advance in their professions, add to their abilities, and assume leadership positions. Finally, the program is also intended to provide understanding of U.S. and global business practices that will be helpful to both domestic and international students.

### *6.3.5. Employment Opportunities:*

According to the National Association of Colleges and Employers (NACE), the starting salary for 2021 full-time MBA graduates will be 11.3% higher than it was in 2020 MBA graduates and \$29,000 higher than for those with an undergraduate degree in business. One of the key criticisms that NACE indicated was how long it takes to complete the degree. With Glenville State University focusing on completing the program in 12 months as a full-time student, graduates will be in the job market sooner with a degree that allows the student to see a quicker return on their investment.

With both business and non-business majors interested in completing an MBA, the graduates of this program will impact various industries throughout the State of West Virginia, regionally, nationally, and internationally. Because of the nature of the MBA, specifically GSU's offerings, we could see students impacting the fields of accounting, marketing, management, computer information systems, coaching and athletic administration, the government, and healthcare administration.

#### *6.3.6. Program Impact:*

Because this program is open to students who have completed any undergraduate 4-year degree, it will support students across the institution, not just students with undergraduate business degrees. Thus, the impact on programs across the institution is expected to be positive.

#### *6.3.7. Cooperative Agreements:*

N/A

#### *6.3.8. Alternative to Program Development:*

The Department of Business explored various degree opportunities before selecting the MBA. The Department explored degrees in leadership and operation management. The decision to move forward with the MBA because it is a natural extension of the BSBA program currently offered at Glenville State University.

The development of the course content was based on the general requirements of an MBA program. These courses became the MBA core. The additional courses that are titled MBA Electives were a culmination of the courses that the committee explored as possible enhancements to the educational experience of the students. These general electives will be expanded upon with specializations as the program develops.

### **6.4. Program Implementation and Projected Resource Requirements**

#### *6.4.1. Program Administration*

The administration of the MBA program will be in the hands of the Department of Business. This group will oversee updating curriculum and the delivery of the courses. The Department of Business reports directly to the Provost and Vice President of Academic Affairs.

Even in its planning stages, the MBA program has also been represented on the Graduate Studies Council. The chair of the Department of Business is a voting member of this council, which is made up of the Director of Graduate programs and representatives from each graduate program. These individuals provide oversight of the graduate programs for the institution, working together to create shared policies and procedures.

#### *6.4.2. Program Projections:*

The attached budget document, in addition to providing resource projections and sources, also provides enrollment projections for the program. Please note that these projections are conservative, and as was the case with the initial master's degrees in Education offered by GSU, may well be surpassed.

#### *6.4.3. Faculty Instructional Requirements:*

Currently the program will be delivered using existing terminal faculty. Additional faculty are projected in the revenue projections report attached.

#### *6.4.4. Library Resources and Instructional Materials:*

Robert F. Kidd (RFK) Library provides access to a broad range of information resources supporting research into many disciplines and curriculum development. Resources include digital, hardcopy print, audiovisual, and archival materials. Digital resources are available on/off campus, 24/7, and include numerous academic databases, and the WVDELI e-Book consortium with over 100,000 eBooks/e-audiobook titles. Librarians and trained support staff are available to assist patrons in library use, assignments, and research needs. The RFK Library Research Center provides a full-service computer lab, reference assistance, and study areas. Small and large meeting areas are available throughout the library including a classroom on the ground floor. For additional information, see the Library's webpage at <https://www.glenville.edu/library>.

#### *6.4.5. Support Service Requirements:*

No additional support services are required by the proposed program. The university LMS, computer facilities, and equipment are already in place to facilitate online and hybrid learning. Student advising will be conducted by graduate faculty, a model that is expected to enhance retention and degree completion. In addition, the university online committee has been developing a template and additional resources to support both undergraduate and graduate online learners and instructors. The MBA program will be delivered by faculty who have completed the initial Quality Matters certification. Quality Matters is a national standard for online education and assisted in providing the faculty with a thoughtful understanding a quality online course.

The hybrid option will include an on-campus opportunity for students to explore the concepts of the course in a vibrant on campus discussion. This hybrid option would be enhanced by the online LMS content and allows the institution to admit international students who wish to come to the United States to complete their degree. The university admissions department has a dedicated staff person who supports all GSU international students.

#### *6.4.6 Facilities Requirements:*

No additional space or facilities are required by the proposed program.

#### *6.5.7. Operating Resource Requirements:*

Please see Exhibit 1 for additional information.

#### *6.4.8. Source of Operating Resources:*

### **6.5. Program Evaluation**

The MBA program is designed to provide a strong experiential learning opportunity in the basic fields of accounting, management, finance, marketing, and business law. It is designed to focus on developing solid leaders through the traditional planning, organizing, leading, and controlling of resources (both human and fiscal).

Evaluation of the students will be assessed using case studies, writings, and accounting and financial problems as needed by the courses.

The program includes courses in finance, accounting, data analyses, and other quantitative course content. To balance the quantitative side, there are additional courses that explore human behavior, marketing and brand analysis, and other qualitative materials. This ensures that students are prepared for the current world of business, that requires both.

#### *6.5.1. Evaluation Procedures:*

All programs at Glenville State University are subject to annual assessments and five-year program reviews. Annual assessments incorporate student course evaluations conducted each fall and spring semester as well as direct assessment of student performance in signature assignments. For the MBA, these assignments will include business simulations and case analyses. Results of these evaluation procedures are used to make program changes as necessary.

In addition to internal processes, the MBA program will become part of the university's ACBSP offerings. GSU is currently in candidate stage with ACBSP and will be submitting the self-study in 2024. This professional accreditation will necessitate additional program review elements.

#### *6.5.2. Accreditation Status*

The program has currently received notification that the peer review subcommittee has recommended final approval for the program. The Institutional Actions Council of HLC is anticipated to provide final approval in their June 5-6, 2023 meeting, and notice of such approval will be forwarded to WV HEPC upon receipt.

The Department of Business has developed the MBA with the intention to submit the program for approval by ACBSP upon completion of 2 years with graduation data, in compliance with ACBSP requirements for accreditation. This would coincide with the Department's scheduled reassessment.

YEAR 1	FALL 2023		SPRING 2024		SUMMER 2024		FALL 2024	
	8 WEEKS	8 WEEKS	8 WEEKS	8 WEEK	9 WEEK	10 WEEK	11 WEEK	12 WEEK
<b>REVENUE</b>								
NUMBER OF STUDENTS SERVED:								
PROJECTED ENROLLMENT BY TERM	8	8	8	8	8	8	8	8
PROJECTED CREDIT HOURS PER TERM	6	6	9	9	6	6	9	9
COST PER CREDIT HOUR	\$ 460.00	\$ 460.00	\$ 460.00	\$ 460.00	\$ 460.00	\$ 460.00	\$ 460.00	\$ 460.00
<b>GROSS REVENUE</b>	\$ 22,080.00	\$ 22,080.00	\$ 33,120.00	\$ 33,120.00	\$ 22,080.00	\$ 22,080.00	\$ 33,120.00	\$ 33,120.00
<b>EXPENSES</b>								
COST PER CREDIT HOUR	\$ 1,000.00	\$ 1,000.00	\$ 1,000.00	\$ 1,000.00	\$ 1,000.00	\$ 1,000.00	\$ 1,000.00	\$ 1,000.00
ADJUNCT OR OVERLOAD COSTS	\$ 6,000.00	\$ 6,000.00	\$ 9,000.00	\$ 9,000.00	\$ 6,000.00	\$ 6,000.00	\$ 9,000.00	\$ 9,000.00
NON-ACADEMIC EXPENSE	\$ 512.00	\$ 512.00	\$ 512.00	\$ 512.00	\$ 512.00	\$ 512.00	\$ 512.00	\$ 512.00
<b>GROSS EXPENSES</b>	\$ 7,512.00	\$ 7,512.00	\$ 10,512.00	\$ 10,512.00	\$ 7,512.00	\$ 7,512.00	\$ 10,512.00	\$ 10,512.00
<b>NET INCOME</b>	\$ 14,568.00	\$ 14,568.00	\$ 22,608.00	\$ 22,608.00	\$ 14,568.00	\$ 14,568.00	\$ 22,608.00	\$ 22,608.00
<b>TOTAL NET INCOME</b>	\$ 148,704.00							

YEAR 2	SPRING 2025		SUMMER 2025		FALL 2025		SPRING 2026	
	8 WEEKS	8 WEEKS	8 WEEKS	8 WEEK	9 WEEK	10 WEEK	11 WEEK	12 WEEK
<b>REVENUE</b>								
NUMBER OF STUDENTS SERVED:								
PROJECTED ENROLLMENT BY TERM	10	10	10	10	10	10	10	10
PROJECTED CREDIT HOURS PER TERM	9	9	6	6	9	9	9	9
COST PER CREDIT HOUR	\$ 460.00	\$ 460.00	\$ 460.00	\$ 460.00	\$ 460.00	\$ 460.00	\$ 460.00	\$ 460.00
<b>GROSS REVENUE</b>	\$ 41,400.00	\$ 41,400.00	\$ 27,600.00	\$ 27,600.00	\$ 41,400.00	\$ 41,400.00	\$ 41,400.00	\$ 41,400.00
<b>EXPENSES</b>								
COST PER CREDIT HOUR	\$ 1,000.00	\$ 1,000.00	\$ 1,000.00	\$ 1,000.00	\$ 1,000.00	\$ 1,000.00	\$ 1,000.00	\$ 1,000.00
ADJUNCT OR OVERLOAD COSTS	\$ 9,000.00	\$ 9,000.00	\$ 6,000.00	\$ 6,000.00	\$ 9,000.00	\$ 9,000.00	\$ 9,000.00	\$ 9,000.00

NON-ACADEMIC EXPENSE	\$ 512.00	\$ 512.00	\$ 512.00	\$ 512.00	\$ 512.00	\$ 512.00	\$ 512.00	\$ 512.00	\$ 512.00
<b>GROSS EXPENSES</b>	\$ 10,512.00	\$ 10,512.00	\$ 7,512.00	\$ 7,512.00	\$ 10,512.00	\$ 10,512.00	\$ 10,512.00	\$ 10,512.00	\$ 10,512.00
<b>NET INCOME</b>	\$ 30,888.00	\$ 30,888.00	\$ 20,088.00	\$ 20,088.00	\$ 30,888.00	\$ 30,888.00	\$ 30,888.00	\$ 30,888.00	\$ 30,888.00
<b>TOTAL NET INCOME</b>	\$ 225,504.00								

## YEAR 3

	SUMMER 2026		FALL 2026		SPRING 2027		SUMMER 2027	
	8 WEEKS	8 WEEKS	8 WEEKS	8 WEEK	9 WEEK	10 WEEK	11 WEEK	12 WEEK

### REVENUE

#### NUMBER OF STUDENTS SERVED:

PROJECTED ENROLLMENT BY TERM	13	13	13	13	13	13	13	13
PROJECTED CREDIT HOURS PER TERM	6	6	9	9	9	9	6	6

COST PER CREDIT HOUR	\$ 460.00	\$ 460.00	\$ 460.00	\$ 460.00	\$ 460.00	\$ 460.00	\$ 460.00	\$ 460.00
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<b>GROSS REVENUE</b>	\$ 35,880.00	\$ 35,880.00	\$ 53,820.00	\$ 53,820.00	\$ 53,820.00	\$ 53,820.00	\$ 35,880.00	\$ 35,880.00
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### EXPENSES

COST PER CREDIT HOUR	\$ 1,000.00	\$ 1,000.00	\$ 1,000.00	\$ 1,000.00	\$ 1,000.00	\$ 1,000.00	\$ 1,000.00	\$ 1,000.00
ADJUNCT OR OVERLOAD COSTS	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -
NON-ACADEMIC EXPENSE	\$ 512.00	\$ 512.00	\$ 512.00	\$ 512.00	\$ 512.00	\$ 512.00	\$ 512.00	\$ 512.00
FULL-TIME FACULTY	\$ 9,500.00	\$ 9,500.00	\$ 9,500.00	\$ 9,500.00	\$ 9,500.00	\$ 9,500.00	\$ 9,500.00	\$ 9,500.00
<b>GROSS EXPENSES</b>	\$ 11,012.00	\$ 11,012.00	\$ 11,012.00	\$ 11,012.00	\$ 11,012.00	\$ 11,012.00	\$ 11,012.00	\$ 11,012.00

<b>NET INCOME</b>	\$ 24,868.00	\$ 24,868.00	\$ 42,808.00	\$ 42,808.00	\$ 42,808.00	\$ 42,808.00	\$ 24,868.00	\$ 24,868.00
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<b>TOTAL NET INCOME</b>	\$ 270,704.00								
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## YEAR 4

	FALL 2027		SPRING 2028		SUMMER 2028		FALL 2028	
	8 WEEKS	8 WEEKS	8 WEEKS	8 WEEK	9 WEEK	10 WEEK	11 WEEK	12 WEEK

### REVENUE

#### NUMBER OF STUDENTS SERVED:

PROJECTED ENROLLMENT BY TERM	17	17	17	17	17	17	17	17
PROJECTED CREDIT HOURS PER TERM	9	9	9	9	6	6	9	9

COST PER CREDIT HOUR	\$ 460.00	\$ 460.00	\$ 460.00	\$ 460.00	\$ 460.00	\$ 460.00	\$ 460.00	\$ 460.00
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<b>GROSS REVENUE</b>	\$ 70,380.00	\$ 70,380.00	\$ 70,380.00	\$ 70,380.00	\$ 46,920.00	\$ 46,920.00	\$ 70,380.00	\$ 70,380.00
<b>EXPENSES</b>								
COST PER CREDIT HOUR	\$ 1,000.00	\$ 1,000.00	\$ 1,000.00	\$ 1,000.00	\$ 1,000.00	\$ 1,000.00	\$ 1,000.00	\$ 1,000.00
ADJUNCT OR OVERLOAD COSTS								
NON-ACADEMIC EXPENSE	\$ 512.00	\$ 512.00	\$ 512.00	\$ 512.00	\$ 512.00	\$ 512.00	\$ 512.00	\$ 512.00
FULL-TIME FACULTY	\$ 19,000.00	\$ 19,000.00	\$ 19,000.00	\$ 19,000.00	\$ 19,000.00	\$ 19,000.00	\$ 19,000.00	\$ 19,000.00
<b>GROSS EXPENSES</b>	\$ 20,512.00	\$ 20,512.00	\$ 20,512.00	\$ 20,512.00	\$ 20,512.00	\$ 20,512.00	\$ 20,512.00	\$ 20,512.00
<b>NET INCOME</b>	\$ 49,868.00	\$ 49,868.00	\$ 49,868.00	\$ 49,868.00	\$ 26,408.00	\$ 26,408.00	\$ 49,868.00	\$ 49,868.00
<b>TOTAL NET INCOME</b>	<b>\$ 352,024.00</b>							

**West Virginia Higher Education Policy Commission  
Meeting of June 16, 2023**

**ITEM:** Approval of Institutional Eligibility for the Promise Scholarship

**INSTITUTION:** Huntington Junior College

**RECOMMENDED RESOLUTION:** *Resolved*, That the West Virginia Higher Education Policy Commission approves Huntington Junior College to become an eligible institution for the Promise Scholarship starting with the 2023-24 award year.

**STAFF MEMBER:** Tana Pendell

**BACKGROUND:**

Huntington Junior College has been in operation since 1936 and has 154 students enrolled for Spring 2023. It was a proprietary school until recently, when there was a change in ownership and its status changed to private, nonprofit. Huntington Junior College has been bought by SensibleSchool, Inc., a wholly owned subsidiary of Certell, Inc. This change was approved by the U.S. Department of Education on March 1, 2023 and by the Higher Learning Commission on May 24, 2022.

W. Va. Code § 18C-7-3(b) limits eligibility for the Promise Scholarship to public and private, not-for-profit institutions in West Virginia, but allows the Commission to approve “any other public or private regionally accredited institution in this state” to become an “eligible institution” to participate in the Promise Scholarship program.

Huntington Junior College has participated in and shown capability to administer the West Virginia Higher Education Grant program for many years, so it has experience in administering state financial aid programs. Its request complies with relevant legal requirements. Commission staff recommends approval of the request.

**West Virginia Higher Education Policy Commission  
Meeting of June 16, 2023**

**ITEM:** Review of Tuition and Fees

**INSTITUTIONS:** All

**RECOMMENDED RESOLUTION:** Information item

**STAFF MEMBER:** Misty Price

**BACKGROUND:**

West Virginia Code requires the Commission to approve any tuition and fee increase greater than ten percent in any one year or where the increase would be more than seven percent per year, averaged over a rolling three-year period calculated by averaging the proposed increase with the increase for the immediate two previous years. None of the institutions exceeded the threshold that requires Commission approval.

As in previous years, the institutions were asked to align prices with internal strategic and state goals regarding affordability, quality of instruction, retention, and financial strength. These goals were reviewed in relation to the institutions' relative market positions that will affect their pricing flexibility. In considering changes to non-resident tuition and fees, capacity utilization and revenue maximization strategies influence a decision to increase prices.

Institutions' state appropriations, excluding surplus funding which included \$50 million for West Virginia University's National Cancer Institute and \$29 million for West Virginia School of Osteopathic Medicine, increased 3.27 percent on average for Fiscal Year 2024. The Higher Education Price Index increased 5.2 percent for 2022.

## West Virginia Higher Education Policy Commission

### Summary of Regular Tuition and Fees - 2023-24 Academic Year

#### Resident Undergraduate Students

Institution	Tuition and Fees 2022-23	Tuition and Fees 2023-24	Increase Over 2022-23	Percentage of Increase
Bluefield State University	\$ 8,840	\$ 9,240	\$ 400	4.5%
Concord University	\$ 8,540	\$ 9,100	\$ 560	6.6%
Fairmont State University	\$ 8,208	\$ 8,454	\$ 246	3.0%
Glenville State University	\$ 8,044	\$ 8,352	\$ 308	3.8%
Marshall University	\$ 8,604	\$ 8,822	\$ 218	2.5%
Shepherd University	\$ 8,282	\$ 8,282	\$ -	0.0%
West Liberty University	\$ 8,716	\$ 8,716	\$ -	0.0%
West Virginia State University	\$ 8,108	\$ 8,524	\$ 416	5.1%

West Virginia Higher Education Policy Commission

Regular Tuition and Fees - 2023-24 Academic Year  
Undergraduate Students

Institution	Tuition and Fees 2022-23	Tuition and Fees 2023-24	Increase Over 2022-23	Percentage of Increase	Estimated Revenue Increase	Estimated Number of Students 2023-24
<b>Bluefield State University</b>						
Resident	\$ 8,840	\$ 9,240	\$ 400	4.5%	\$ (766,007)	1,201
Metro	\$ 11,930	\$ 12,432	\$ 502	4.2%		
Non-Resident	\$ 16,030	\$ 16,560	\$ 530	3.3%		
<b>Concord University</b>						
Resident	\$ 8,540	\$ 9,100	\$ 560	6.6%	\$ 857,200	1,516
Discount Rate						
Non-Resident	\$ 18,780	\$ 20,000	\$ 1,220	6.5%		
<b>Fairmont State University</b>						
Regular Undergraduate						
Resident	\$ 8,208	\$ 8,454	\$ 246	3.0%	\$ 679,298	2,383
Metro	\$ 12,314	\$ 12,684	\$ 370	3.0%		
Non-Resident	\$ 17,836	\$ 18,372	\$ 536	3.0%		
Virtual Undergraduate						
Resident	\$ 7,080	\$ 7,292	\$ 212	3.0%		
Non-Resident	\$ 7,080	\$ 7,292	\$ 212	3.0%		
<b>Glenville State University</b>						
Resident	\$ 8,044	\$ 8,352	\$ 308	3.8%	\$ 402,892	932
Metro	\$ 9,704	\$ 10,080	\$ 376	3.9%		
Non-Resident	\$ 9,704	\$ 10,080	\$ 376	3.9%		
<b>Marshall University</b>						
Resident	\$ 8,604	\$ 8,822	\$ 218	2.5%		
Metro	\$ 14,688	\$ 13,000	\$ (1,688)	-11.5%		
Non-Resident	\$ 19,658	\$ 20,174	\$ 516	2.6%		
<b>Tuition and Program Fees:</b>						
College of Arts & Media - Fine Arts						
Resident	\$ 9,264	\$ 9,498	\$ 234	2.5%		
Metro	\$ 15,508	\$ 13,820	\$ (1,688)	-10.9%		
Non-Resident	\$ 20,478	\$ 20,994	\$ 516	2.5%		
College of Arts & Media - Journalism & Mass Communication						
Resident	\$ 8,824	\$ 9,048	\$ 224	2.5%		
Metro	\$ 15,074	\$ 13,386	\$ (1,688)	-11.2%		
Non-Resident	\$ 20,044	\$ 20,570	\$ 526	2.6%		
College of Business						
Resident	\$ 8,924	\$ 9,150	\$ 226	2.5%		
Metro	\$ 15,218	\$ 13,530	\$ (1,688)	-11.1%		
Non-Resident	\$ 20,188	\$ 20,718	\$ 530	2.6%		
College of Education & Professional Development						
Resident	\$ 9,004	\$ 9,232	\$ 228	2.5%		
Metro	\$ 15,088	\$ 13,400	\$ (1,688)	-11.2%		
Non-Resident	\$ 20,058	\$ 20,584	\$ 526	2.6%		
College of Health Professions						
Resident	\$ 9,024	\$ 9,252	\$ 228	2.5%		
Metro	\$ 15,628	\$ 13,940	\$ (1,688)	-10.8%		
Non-Resident	\$ 20,598	\$ 21,138	\$ 540	2.6%		
College of Health Professions - Kinesiology						
Resident	\$ 9,224	\$ 9,458	\$ 234	2.5%		
Metro	\$ 15,828	\$ 14,140	\$ (1,688)	-10.7%		
Non-Resident	\$ 20,798	\$ 21,342	\$ 544	2.6%		
College of Health Professions - Clinical Laboratory Science, Communication Disorders, Dietetics						
Resident	\$ 9,224	\$ 9,458	\$ 234	2.5%		
Metro	\$ 15,828	\$ 14,140	\$ (1,688)	-10.7%		
Non-Resident	\$ 20,798	\$ 21,342	\$ 544	2.6%		
College of Health Professions - Nursing						
Resident	\$ 9,744	\$ 9,990	\$ 246	2.5%		
Metro	\$ 16,338	\$ 14,650	\$ (1,688)	-10.3%		
Non-Resident	\$ 21,308	\$ 21,866	\$ 558	2.6%		

College of Information Technology and Engineering						
Resident	\$ 9,724	\$ 9,970	\$ 246	2.5%		
Metro	\$ 16,418	\$ 14,730	\$ (1,688)	-10.3%		
Non-Resident	\$ 21,388	\$ 21,948	\$ 560	2.6%		
College of Liberal Arts						
Resident	\$ 8,814	\$ 9,038	\$ 224	2.5%		
Metro	\$ 14,898	\$ 13,210	\$ (1,688)	-11.3%		
Non-Resident	\$ 19,868	\$ 20,390	\$ 522	2.6%		
College of Science						
Resident	\$ 8,954	\$ 9,180	\$ 226	2.5%		
Metro	\$ 15,128	\$ 13,440	\$ (1,688)	-11.2%		
Non-Resident	\$ 20,098	\$ 20,626	\$ 528	2.6%		
<b>Shepherd University</b>						
Resident	\$ 8,282	\$ 8,282	\$ -	0.0%	\$ (135,049)	
Non-Resident	\$ 18,722	\$ 18,722	\$ -	0.0%		
<b>West Liberty University</b>						
Resident	\$ 8,716	\$ 8,716	\$ -	0.0%	\$ -	1,675
Metro	\$ 14,236	\$ 14,236	\$ -	0.0%		
Non-Resident	\$ 17,100	\$ 17,100	\$ -	0.0%		
Resident - Health Professions	\$ 8,546	\$ 8,546	\$ -	0.0%		
<b>West Virginia State University</b>						
Resident	\$ 8,108	\$ 8,524	\$ 416	5.1%	\$ 699,066	1,641
Non-Resident	\$ 13,938	\$ 13,948	\$ 10	0.1%		

West Virginia Higher Education Policy Commission

Regular Tuition and Fees - 2023-24 Academic Year  
Graduate Students

Institution	Tuition and Fees 2022-23	Tuition and Fees 2023-24	Increase Over 2022-23	Percentage of Increase	Estimated Revenue Increase	Estimated Number of Students 2023-24
<b>Bluefield State University</b>						
Resident	\$ 8,840	\$ 10,240	\$ 1,400	15.8%	\$ 131,560	30
Metro	\$ 11,930	\$ 13,432	\$ 1,502	12.6%		
Non-Resident	\$ 16,030	\$ 17,560	\$ 1,530	9.5%		
<b>Concord University</b>						
Resident	\$ 9,170	\$ 9,770	\$ 600	6.5%	\$ 238,800	398
Non-Resident	\$ 15,990	\$ 17,030	\$ 1,040	6.5%		
<b>Fairmont State University</b>						
Regular Graduate						
Resident	\$ 9,460	\$ 9,744	\$ 284	3.0%	\$ 31,394	52
Non-Resident	\$ 20,252	\$ 20,860	\$ 608	3.0%		
Virtual Graduate						
Resident	\$ 7,984	\$ 8,224	\$ 240	3.0%	\$ 41,640	372
Non-Resident	\$ 7,984	\$ 8,224	\$ 240	3.0%		
<b>Glenville State University</b>						
Resident (per credit hour)	\$ 460	\$ 478	\$ 18	3.9%	\$ 216,678	103
Metro (per credit hour)	\$ 460	\$ 478	\$ 18	3.9%		
Non-Resident (per credit hour)	\$ 460	\$ 478	\$ 18	3.9%		
<b>Marshall University</b>						
Resident	\$ 8,934	\$ 9,160	\$ 226	2.5%		
Metro	\$ 15,798	\$ 15,834	\$ 36	0.2%		
Non-Resident	\$ 21,486	\$ 22,024	\$ 538	2.5%		
<b>Tuition and Program Fees (Graduate)</b>						
College of Arts & Media - Fine Arts						
Resident	\$ 9,304	\$ 9,540	\$ 236	2.5%		
Metro	\$ 16,618	\$ 16,654	\$ 36	0.2%		
Non-Resident	\$ 22,306	\$ 22,864	\$ 558	2.5%		
College of Arts & Media - Journalism & Mass Communication						
Resident	\$ 9,154	\$ 9,386	\$ 232	2.5%		
Metro	\$ 16,184	\$ 16,220	\$ 36	0.2%		
Non-Resident	\$ 21,872	\$ 22,420	\$ 548	2.5%		
College of Business						
Resident	\$ 9,570	\$ 9,812	\$ 242	2.5%		
Metro	\$ 16,848	\$ 16,884	\$ 36	0.2%		
Non-Resident	\$ 22,536	\$ 23,100	\$ 564	2.5%		
College of Business - Executive MBA Program						
Resident	\$ 17,934	\$ 18,386	\$ 452	2.5%		
Non-Resident	\$ 24,798	\$ 24,834	\$ 36	0.1%		
Metro	\$ 30,486	\$ 31,250	\$ 764	2.5%		
College of Education & Professional Development						
Resident	\$ 9,034	\$ 9,262	\$ 228	2.5%		
Metro	\$ 15,898	\$ 15,934	\$ 36	0.2%		
Non-Resident	\$ 21,586	\$ 22,126	\$ 540	2.5%		
College of Education & Professional Development - EdD/EdS, SPSY, MA in Special ED, MAT/PBC						
Resident	\$ 9,164	\$ 9,396	\$ 232	2.5%		
Metro	\$ 16,028	\$ 16,064	\$ 36	0.2%		
Non-Resident	\$ 21,716	\$ 22,260	\$ 544	2.5%		
College of Health Professions						
Resident	\$ 9,484	\$ 9,724	\$ 240	2.5%		
Metro	\$ 17,098	\$ 17,134	\$ 36	0.2%		
Non-Resident	\$ 22,786	\$ 23,356	\$ 570	2.5%		
College of Health Professions - Kinesiology						
Resident	\$ 9,714	\$ 9,960	\$ 246	2.5%		
Metro	\$ 17,348	\$ 17,384	\$ 36	0.2%		
Non-Resident	\$ 23,036	\$ 23,612	\$ 576	2.5%		
College of Health Professions - Communication Disorders, Dietetics						
Resident	\$ 9,714	\$ 9,960	\$ 246	2.5%		
Metro	\$ 17,348	\$ 17,384	\$ 36	0.2%		
Non-Resident	\$ 23,036	\$ 23,612	\$ 576	2.5%		

College of Health Professions - Nursing						
Resident	\$ 10,034	\$ 10,288	\$ 254	2.5%		
Metro	\$ 17,688	\$ 17,724	\$ 36	0.2%		
Non-Resident	\$ 23,376	\$ 23,962	\$ 586	2.5%		
College of Information Technology & Engineering						
Resident	\$ 10,054	\$ 10,308	\$ 254	2.5%		
Metro	\$ 17,528	\$ 17,564	\$ 36	0.2%		
Non-Resident	\$ 23,216	\$ 23,798	\$ 582	2.5%		
College of Liberal Arts						
Resident	\$ 9,114	\$ 9,344	\$ 230	2.5%		
Metro	\$ 15,978	\$ 16,014	\$ 36	0.2%		
Non-Resident	\$ 21,666	\$ 22,208	\$ 542	2.5%		
College of Liberal Arts - Psychology Doctorate						
Resident	\$ 11,070	\$ 11,350	\$ 280	2.5%		
Metro	\$ 17,934	\$ 17,970	\$ 36	0.2%		
Non-Resident	\$ 24,378	\$ 24,988	\$ 610	2.5%		
College of Science						
Resident	\$ 9,284	\$ 9,518	\$ 234	2.5%		
Metro	\$ 16,238	\$ 16,274	\$ 36	0.2%		
Non-Resident	\$ 21,926	\$ 22,476	\$ 550	2.5%		
<b>Tuition and Program Fees (Professional)</b>						
School of Medicine - Professional/Medicine (M1 and M2 Class)						
Resident	\$ 24,388	\$ 24,988	\$ 600	2.5%		
Non-Resident	\$ 57,746	\$ 59,150	\$ 1,404	2.4%		
School of Medicine - Professional/Medicine (M3 and M4 Class Trimester)						
Resident	\$ 16,870	\$ 17,282	\$ 412	2.4%		
Non-Resident	\$ 39,506	\$ 40,454	\$ 948	2.4%		
School of Medicine - Physician Assistant						
Resident	\$ 19,664	\$ 20,158	\$ 494	2.5%		
Non-Resident	\$ 30,664	\$ 31,444	\$ 780	2.5%		
School of Pharmacy - Doctorate (P1 Class)						
Resident	\$ 23,992	\$ 24,594	\$ 602	2.5%		
Non-Resident	\$ 39,566	\$ 40,526	\$ 960	2.4%		
School of Pharmacy - Doctorate (P2 Class)						
Resident	\$ 23,558	\$ 24,040	\$ 482	2.0%		
Non-Resident	\$ 38,848	\$ 39,792	\$ 944	2.4%		
School of Pharmacy - Doctorate (P3 Class)						
Resident	\$ 23,890	\$ 23,606	\$ (284)	-1.2%		
Non-Resident	\$ 38,174	\$ 39,102	\$ 928	2.4%		
School of Pharmacy - Doctorate (P4 Class Trimester)						
Resident	\$ 16,534	\$ 16,950	\$ 416	2.5%		
Non-Resident	\$ 26,454	\$ 27,088	\$ 634	2.4%		
School of Physical Therapy - Doctorate						
Resident	\$ 14,600	\$ 14,968	\$ 368	2.5%		
Non-Resident	\$ 23,786	\$ 24,394	\$ 608	2.6%		
School of Medicine - Graduate/Biomedical Science (Excluding Forensic Science)						
Resident	\$ 11,280	\$ 11,550	\$ 270	2.4%		
Metro	\$ 16,382	\$ 16,406	\$ 24	0.1%		
Non-Resident	\$ 23,342	\$ 23,926	\$ 584	2.5%		
School of Medicine - Graduate/Forensic Science						
Resident	\$ 11,278	\$ 11,516	\$ 238	2.1%		
Metro	\$ 16,698	\$ 16,734	\$ 36	0.2%		
Non-Resident	\$ 24,698	\$ 25,248	\$ 550	2.2%		
Masters of Public Health						
Resident	\$ 14,590	\$ 14,958	\$ 368	2.5%		
Non-Resident	\$ 31,096	\$ 31,886	\$ 790	2.5%		
School of Pharmacy - Masters in Pharmaceutical Sciences						
Resident	\$ 12,428	\$ 12,740	\$ 312	2.5%		
International	\$ 26,148	\$ 26,184	\$ 36	0.1%		
Non-Resident	\$ 20,364	\$ 20,866	\$ 502	2.5%		
Doctor of Nursing Practice						
Resident	\$ 13,704	\$ 13,752	\$ 48	0.4%		
<b>Shepherd University</b>						
Resident	\$ 9,000	\$ 9,000	\$ -	0.0%	\$ (25,019)	
Non-Resident	\$ 12,906	\$ 12,906	\$ -	0.0%		
<b>West Liberty University</b>						
MSC						
Resident	\$ 8,550	\$ 8,914	\$ 364	4.3%	\$ 7,374	19



Non-Resident	\$ 8,550	\$ 8,914	\$ 364	4.3%		
International	\$ 10,800	\$ 11,258	\$ 458	4.2%		
MCP						
Resident	\$ 8,550	\$ 8,914	\$ 364	4.3%	\$ 3,640	18
Non-Resident	\$ 8,550	\$ 8,914	\$ 364	4.3%		
International	\$ 10,800	\$ 11,258	\$ 458	4.2%		
MaED						
Resident	\$ 8,550	\$ 8,914	\$ 364	4.3%	\$ 16,380	45
Non-Resident	\$ 8,550	\$ 8,914	\$ 364	4.3%		
International	\$ 10,800	\$ 11,258	\$ 458	4.2%		
MBA Program						
Resident	\$ 8,550	\$ 8,914	\$ 364	4.3%	\$ 22,592	95
Non-Resident	\$ 8,550	\$ 8,914	\$ 364	4.3%		
International	\$ 10,800	\$ 11,258	\$ 458	4.2%		
MS Exercise Psysiology						
Resident	\$ 8,550	\$ 8,914	\$ 364	0.0%	\$ 3,640	14
Non-Resident	\$ 8,550	\$ 8,914	\$ 364	0.0%		
International	\$ 10,800	\$ 11,258	\$ 458	0.0%		
MA/MS Biology						
Resident	\$ 10,620	\$ 10,716	\$ 96	0.9%	\$ 8,722	43
Non-Resident	\$ 12,420	\$ 12,506	\$ 86	0.7%		
International	\$ 12,420	\$ 12,506	\$ 86	0.7%		
MA Dental Hygiene						
Resident	\$ 9,990	\$ 10,350	\$ 360	3.6%	\$ 3,600	10
Non-Resident	\$ 9,990	\$ 10,350	\$ 360	3.6%		
International	\$ 10,800	\$ 11,258	\$ 458	4.2%		
MA Art Therapy						
Resident	\$ 9,990	\$ 9,990	\$ -	0.0%	\$ -	29
Non-Resident	\$ 9,990	\$ 9,990	\$ -	0.0%		
International	\$ 10,800	\$ 10,800	\$ -	0.0%		
BIO-MED (Bridge Program)						
Resident	\$ 17,700	\$ 17,850	\$ 150	0.8%	\$ 14,550	7
Non-Resident	\$ 20,700	\$ 20,850	\$ 150	0.7%		
International	\$ 20,700	\$ 20,850	\$ 150	0.7%		
MS Speech Language Pathology						
Resident	\$ 16,650	\$ 12,000	\$ (4,650)	0.0%	\$ (46,500)	20
Non-Resident	\$ 20,700	\$ 20,700	\$ -	0.0%		
International	\$ 20,700	\$ 20,700	\$ -	0.0%		
GR Ed.D. in Instructional Leadership, Management, and Innovation						
Resident	\$ -	\$ 24,990	\$ 24,990	0.0%	\$ 174,930	7
Non-Resident	\$ -	\$ 24,990	\$ 24,990	0.0%		
International	\$ -	\$ 24,990	\$ 24,990	0.0%		
Physicians Assistant Program*						
Resident	\$ 15,364	\$ 15,594	\$ 230	1.5%	\$ 10,396	33
Non-Resident	\$ 24,480	\$ 24,848	\$ 368	1.5%		
*The above amounts are based on a regular academic term of two semesters. West Liberty University's Physician Assistant Program is accelerated and requires students to enroll for four semesters a year at \$ for resident students and \$ for non-resident students. Fees are approved one year in advance.						
<b>West Virginia State University</b>						
Resident	\$ 8,430	\$ 8,692	\$ 262	3.1%		
Non-Resident	\$ 19,504	\$ 20,100	\$ 596	3.1%		
<b>WV School of Osteopathic Medicine</b>						
Resident - 1st and 2nd year students	\$ 23,472	\$ 23,472	\$ -	0.0%		
Resident - 3rd year students	\$ 23,472	\$ 23,472	\$ -	0.0%		
Resident - 4th year students	\$ 22,472	\$ 23,472	\$ 1,000	4.4%		
Non-Resident - 1st and 2nd year students	\$ 54,710	\$ 54,710	\$ -	0.0%		
Non-Resident - 1st and 2nd year students	\$ 54,710	\$ 54,710	\$ -	0.0%		
Non-Resident - 3rd and 4th year students	\$ 53,710	\$ 54,719	\$ 1,009	1.9%		

**West Virginia Higher Education Policy Commission**

**Academic Year 2023-24 (Per Semester Rate)  
Room and Board Rates**

III. Room and Board Charges	Rate Per Semester 2022-23	Requested Rate Per Semester 2023-24	Increase (Decrease)	Percentage of Increase
<b>Bluefield State University:</b>				
Medical Education Center Residence Hall:				
Single Room	\$ 3,800	\$ 4,000	\$ 200	5.3%
Double Room	\$ 2,500	\$ 2,700	\$ 200	8.0%
Triple Room	\$ -	\$ 2,000	\$ 2,000	0.0%
Honors Cottages	\$ 2,500	\$ 2,700	\$ 200	8.0%
Board				
Blue Plan - Unlimited Meals	\$ 2,600	\$ 2,704	\$ 104	4.0%
Gold Plan - 14 Meals Per Week	\$ 2,300	\$ 2,175	\$ (125)	-5.4%
100 Block - 100 Meals Per Semester	\$ 900	\$ 950	\$ 50	5.6%
50 Block - 50 Meals Per Semester	\$ 450	\$ -	\$ (450)	-100.0%
60 Block - 60 Meals Per Semester	\$ -	\$ 590	\$ 590	0.0%
20 Block - 20 Meals Per Semester	\$ -	\$ 200	\$ 200	0.0%
<b>Concord University:</b>				
Woodell, Wilson and Sarvay Hall				
Single Room	\$ 3,194	\$ 3,354	\$ 160	5.0%
Double Room	\$ 2,412	\$ 2,508	\$ 96	4.0%
Triple/Suite	\$ 2,412	\$ 2,508	\$ 96	4.0%
North & South Towers, Mills St Apts & ALEF House				
Single Room	\$ 3,423	\$ 3,583	\$ 160	4.7%
Double Room	\$ 2,641	\$ 2,737	\$ 96	3.6%
Triple/Suite	\$ 2,641	\$ 2,737	\$ 96	3.6%
Board				
All Plans	\$ 2,404	\$ -	\$ (2,404)	-100.0%
All Access	\$ -	\$ 2,700	\$ 2,700	0.0%
Weekly 14	\$ -	\$ 2,550	\$ 2,550	0.0%
125 Block	\$ -	\$ 1,250	\$ 1,250	0.0%
75 Block	\$ -	\$ 825	\$ 825	0.0%
Commuter Block	\$ -	\$ 75	\$ 75	0.0%
<b>Fairmont State University:</b>				
Bryant Place (singles) (per bed price)	\$ 3,460	\$ 3,598	\$ 138	4.0%
Bryant Place (doubles) (per bed price)	\$ 2,924	\$ 3,041	\$ 117	4.0%
Morrow/Pence/Prichard (double) (per bed price)	\$ 2,511	\$ 2,611	\$ 100	4.0%
Morrow/Pence/Prichard (single) (per bed price)	\$ 3,427	\$ 3,564	\$ 137	4.0%
University Terrance - Semi-Suite (9.5 mo)	\$ 3,233	\$ 3,362	\$ 129	4.0%
Note: Damage Deposit Dorms \$200.00				

Board - 15 Meal Silver Plan with \$250 Flex (7 day)	\$ 2,287	\$ 2,378	\$ 91	4.0%
Board - 19 Meal Silver Plan with \$175 Flex (7 day)	\$ 2,378	\$ 2,474	\$ 96	4.0%
The Ultimate - 210 swipes with \$350 Flex	\$ 2,506	\$ 2,606	\$ 100	4.0%
Eating Made Easy - 160 swipes with \$300 Flex	\$ 2,057	\$ 2,139	\$ 82	4.0%
On the Go - 40 swipes with \$25 Flex (Commuter, Apts or Reload)	\$ 493	\$ 525	\$ 32	6.5%
Reload	\$ 218	\$ 230	\$ 12	5.5%
<b>Glenville State University:</b>				
Goodwin Hall				
Single	\$ 3,663	\$ 3,810	\$ 147	4.0%
Double	\$ 2,949	\$ 3,067	\$ 118	4.0%
Board Plan	\$ 2,400	\$ 2,675	\$ 275	11.5%
<b>Marshall University</b>				
Holderby Hall				
Deluxe Single	\$ 3,394	\$ 2,500	\$ (894)	-26.3%
Twin Towers:				
Deluxe Single	\$ 3,871	\$ 3,871	\$ -	0.0%
Double Room	\$ 2,916	\$ 2,989	\$ 73	2.5%
Buskirk:				
Deluxe Single	\$ 3,871	\$ 3,871	\$ -	0.0%
Double	\$ 2,916	\$ 2,989	\$ 73	2.5%
Marshall Commons:				
Single Room Suite	\$ 4,218	\$ 4,218	\$ -	0.0%
Double Room Suite	\$ 3,399	\$ 3,501	\$ 102	3.0%
First Year Residents Hall (Capstone)				
Double Room with Bath	\$ 3,668	\$ 3,778	\$ 110	3.0%
Single Room with Bath	\$ 5,990	\$ 5,990	\$ -	0.0%
Fairfield Landing - Monthly Rates				
Studio Unit	\$ 939	\$ 950	\$ 11	1.2%
2 Bedroom Unit	\$ 1,398	\$ 1,425	\$ 27	1.9%
One Bedroom in 2 Bedroom Unit	\$ 723	\$ 740	\$ 17	2.4%
Summer Housing				
Single Room	\$ 1,210	\$ 1,210	\$ -	0.0%
Double Room	\$ 890	\$ 910	\$ 20	2.2%
Early Arrival / Break Housing				
Single Room	\$ 40	\$ 40	\$ -	0.0%
Double Room	\$ 30	\$ 30	\$ -	0.0%
Off-Campus Overflow (Used only when needed)				
Single occupancy/per day	\$ 40	\$ 40	\$ -	0.0%
Double occupancy/per day	\$ 30	\$ 30	\$ -	0.0%
10 Meals + \$500 Flex with 10 bonus meals	\$ 2,034	\$ 2,109	\$ 75	3.7%
10 Meals + \$700 Flex with 20 bonus meals	\$ 2,240	\$ 2,318	\$ 78	3.5%
10 Meals + \$850 Flex with 10% discount at Point of Sale	\$ 2,391	\$ 2,468	\$ 77	3.2%
14 Meals + \$500 Flex with 10 bonus meals	\$ 2,252	\$ 2,341	\$ 89	4.0%
14 Meals + \$700 Flex with 20 bonus meals	\$ 2,549	\$ 2,640	\$ 91	3.6%
14 Meals + \$850 Flex with 10% discount at Point of Sale	\$ 2,700	\$ 2,791	\$ 91	3.4%
175 Meals per semester + 500 Flex	\$ 2,165	\$ 2,246	\$ 81	3.7%
175 Meals per semester + 700 Flex	\$ 2,373	\$ 2,457	\$ 84	3.5%
175 Meals per semester + 935 Flex	\$ 2,582	\$ 2,687	\$ 105	4.1%

New Commuter Meal Plans				
30 Meals w/\$200 Flex Dollars	\$ 451	\$ 458	\$ 7	1.6%
50 Meals w/\$100 Flex Dollars	\$ 505	\$ 519	\$ 14	2.8%
50 Meals w/\$350 Flex Dollars	\$ 762	\$ 776	\$ 14	1.8%
50 Meals w/\$600 Flex Dollars	\$ 1,022	\$ 1,036	\$ 14	1.4%
Summer Unlimited Meal Plan	\$ 648	\$ 680	\$ 32	4.9%
<b>Shepherd University:</b>				
Shaw Hall and Thatcher Hall:				
Double	\$ 2,899	\$ 2,899	\$ -	0.0%
Single	\$ 3,479	\$ 3,630	\$ 151	4.3%
West Woods Complex and Miller Hall:				
Suite/Double	\$ 3,335	\$ 3,399	\$ 64	1.9%
Suite/Single	\$ 4,336	\$ 4,419	\$ 83	1.9%
Potomac Place				
Suite/Double	\$ 3,509	\$ 3,579	\$ 70	2.0%
Suite/Single	\$ 4,737	\$ 4,830	\$ 93	2.0%
Board (avg)	\$ 2,096	\$ 2,193	\$ 97	4.6%
Birch and Maple Apartments:				
Double (4 and 6 person units)	\$ 3,595	\$ 3,695	\$ 100	2.8%
Single (4 and 6 person units)	\$ 4,850	\$ 5,170	\$ 320	6.6%
Deluxe Double (4 person unit)	\$ 3,739	\$ 3,845	\$ 106	2.8%
Deluxe Single (4 person unit)	\$ 5,042	\$ 5,381	\$ 339	6.7%
Summer School Housing - Double	\$ 870	\$ 870	\$ -	0.0%
Summer School Housing - Single	\$ 1,305	\$ 1,305	\$ -	0.0%
<b>West Liberty University:</b>				
Residence Hall Capital Fee	\$ 415	\$ 415	\$ -	0.0%
Single-(per person per semester)	\$ 2,856	\$ 2,942	\$ 86	3.0%
Double-(per person per semester)	\$ 2,117	\$ 2,181	\$ 64	3.0%
Single Boyd Hall/Rodgers Hall	\$ 2,117	\$ 2,181	\$ 64	3.0%
Single Curtis Hall	\$ 2,489	\$ 2,564	\$ 75	3.0%
Single Beta	\$ 2,701	\$ 2,782	\$ 81	3.0%
Topper Towers 9M	\$ 3,370	\$ 3,471	\$ 101	3.0%
Topper Towers 12M	\$ 4,493	\$ 4,628	\$ 135	3.0%
Topper Village 9M	\$ 4,172	\$ 4,297	\$ 125	3.0%
Topper Village 12M	\$ 5,563	\$ 5,730	\$ 167	3.0%
University Place I 9M	\$ 3,658	\$ 3,768	\$ 110	3.0%
University Place I 12M	\$ 4,877	\$ 5,023	\$ 146	3.0%
University Place II 9M	\$ 3,938	\$ 4,056	\$ 118	3.0%
University Place II 12M	\$ 5,251	\$ 5,409	\$ 158	3.0%
Board				
Regular meal plan	\$ 2,392	\$ 2,512	\$ 120	5.0%
5 meal plan	\$ 902	\$ 947	\$ 45	5.0%
50 meal block plan	\$ 465	\$ 488	\$ 23	4.9%

Cable & Internet Fee	\$ 240	\$ 240	\$ -	0.0%
<b>West Virginia State University:</b>				
All Residence Halls:				
Keith Scholars Hall 2BR	\$ 3,881	\$ 3,881	\$ -	0.0%
Keith Scholars Hall 2BR Handicap	\$ 3,881	\$ 3,881	\$ -	0.0%
Keith Scholars Hall 2BR Resident Advisor/Assistant Unit	\$ 4,025	\$ 4,025	\$ -	0.0%
Keith Scholars Hall 3BR	\$ 3,881	\$ 3,881	\$ -	0.0%
Keith Scholars Hall 4BR	\$ 3,881	\$ 3,881	\$ -	0.0%
Keith Scholars Hall 4BR Handicap	\$ 3,881	\$ 3,881	\$ -	0.0%
Sullivan East Double	\$ 2,374	\$ 2,374	\$ -	0.0%
Sullivan East Single	\$ 3,440	\$ 3,440	\$ -	0.0%
Dawson Single	\$ 3,621	\$ 3,621	\$ -	0.0%
Dawson Double	\$ 2,479	\$ 2,479	\$ -	0.0%
Dawson Room (Summer only) per week	\$ 287	\$ 287	\$ -	0.0%
Sullivan Room (Summer only) per week	\$ 256	\$ 256	\$ -	0.0%
Keith Scholars Room (Summer only) per week	\$ 487	\$ 487	\$ -	0.0%
Board Plans:				
Board - Option #1 - Unlimited	\$ 2,657	\$ 2,880	\$ 223	8.4%
Board - Option #2 - Standard 19	\$ 2,428	\$ 2,632	\$ 204	8.4%
Board - Option #3 - Any 15	\$ 2,351	\$ 2,548	\$ 197	8.4%
Board - Commuter Meal Plan	\$ 367	\$ 398	\$ 31	8.4%

**West Virginia Higher Education Policy Commission**  
**Academic Year 2023-24**  
**Special Fees and Charges**

II. Special Fees and Charges	Semester/ Occurrence 2022-23	Semester/ Occurrence 2023-24	Increase (Decrease)	Estimated Revenue 2023-24	Revenue Increase 2023-24	Number of Students 2023-24	Estimated Revenue 2023-24
<b>Bluefield State University:</b>							
Engineering Technology & Computer Science Fee (per credit hour)	\$ 55	\$ 55	\$ -	\$ 80,850	\$ 134,150	318	\$ 215,000
RBA Programmatic Fee	\$ 385	\$ 385	\$ -	\$ 38,500	\$ (18,395)	52	\$ 20,105
Health Science Programmatic Fee:							
(A. S. N.)	\$ 630	\$ 648	\$ 18	\$ 211,050	\$ (36,050)	270	\$ 175,000
(A. S. R. T. - Summer I & II, Fall, Spring)	\$ 315	\$ 324	\$ 9	\$ 28,350	\$ (3,350)	77	\$ 25,000
LPN to RN Program Annual Fee (Bluefield & Beckley Campus)	\$ 630	\$ 648	\$ 18	\$ 23,625	\$ (8,625)	23	\$ 15,000
BS Nursing (per credit hour)	\$ 42	\$ 42	\$ -	\$ 21,840	\$ (840)	125	\$ 21,000
BS Radiologic Science (per credit hour)	\$ 42	\$ 42	\$ -	\$ 13,440	\$ 2,560	50	\$ 16,000
Business Programmatic	\$ 210	\$ 216	\$ 6	\$ 48,300	\$ 11,700	278	\$ 60,000
BS Education Programmatic Fee	\$ 210	\$ 216	\$ 6	\$ 8,400	\$ (5,400)	14	\$ 3,000
Academic Support Fee (per credit hour > 15 hours per semester)							
Resident	\$ 296	\$ 296	\$ -	\$ 125,000	\$ -	141	\$ 125,000
Non-Resident	\$ 381	\$ 381	\$ -	\$ 60,000	\$ -	37	\$ 60,000
Metro	\$ 544	\$ 544	\$ -	\$ 45,000	\$ -	39	\$ 45,000
Regents' BA Degree Evaluation	\$ 300	\$ 300	\$ -	\$ 15,000	\$ -	50	\$ 15,000
Portfolio RBA Fee (per credit hour)	\$ 25	\$ 25	\$ -	\$ 3,000	\$ -	100	\$ 2,500
Science Programmatic Fee (per credit hour)	\$ 55	\$ 55	\$ -	\$ 84,150	\$ -	455	\$ 100,000
Late Registration	\$ 75	\$ 75	\$ -	\$ 22,500	\$ -	300	\$ 22,500
Mid-Term Late Payment Fee	\$ 500	\$ 500	\$ -	\$ 5,000	\$ -	10	\$ 5,000
Transcript (After First)	\$ 25	\$ 25	\$ -	\$ 2,125	\$ -	85	\$ 2,125
Returned Check Fee	\$ 25	\$ 25	\$ -	\$ 2,500	\$ -	100	\$ 2,500
Administrative Fee	\$ 500	\$ 500	\$ -	\$ 1,151,000	\$ -	1,000	\$ 1,000,000
Diploma Replacement	\$ -	\$ 25	\$ 25		\$ -	100	\$ 2,500
Credit Card Fee	2.25%	3.00%	0.75%	\$ 10,000	\$ 3,333	500	\$ 150,000
<b>Concord University:</b>							
International Orientation Fee	\$ 130	\$ 130	\$ -	\$ 38,200	\$ -	427	\$ 38,200
Orientation Fee	\$ 85	\$ 85	\$ -	Included in the International Orientation Fee figures			
Late Fee	\$ 25	\$ 25	\$ -	\$ 1,800	\$ -	72	\$ 1,800
Faculty/Staff Rental Property Late Fee	\$ 20	\$ 20	\$ -	\$ -	\$ -	0	\$ -
Transcript Fee	\$ 5	\$ 10	\$ 5	\$ 27,820	\$ -	2,782	\$ 27,820
Online/Priority Transcript Fee	\$ 10	\$ 10	\$ -	Included in the Transcript Fee figures			
Graduation Fee	\$ 50	\$ 50	\$ -	\$ 21,800	\$ -	436	\$ 21,800
Regents BA Degree Evaluation	\$ 300	\$ 300	\$ -	\$ 170	\$ -	1	\$ 170
Regents BA Degree Per Hour Posting Fee	\$ 10	\$ 10	\$ -	Included in the Regents BA Degree Evaluation Figures			
Advanced Standing Exam	\$ 55	\$ 55	\$ -	\$ 55	\$ -	1	\$ 55
Dorm Damage Deposit	\$ 50	\$ 50	\$ -	\$ 13,050	\$ -	261	\$ 13,050
Diploma Replacement	\$ 50	\$ 50	\$ -	Included in the Graduation Fee figures			
Returned Check Fee	\$ 25	\$ 25	\$ -	\$ 50	\$ -	2	\$ 50
Business Major Fee	\$ 50	\$ -	\$ (50)	Restructured to the University Fee			
Technology Course Fee (per credit hour)	\$ 6	\$ -	\$ (6)				
Lab Fee	\$ 25	\$ -	\$ (25)				
Art Lab/Clay Fee (per credit hour)	\$ 100	\$ -	\$ (100)				
Distance Learning Fee (per credit hour)	\$ 35	\$ -	\$ (35)				
Tutorial Fee	\$ 125	\$ -	\$ (125)				
Directed Student Teaching (6hrs)	\$ 50	\$ -	\$ (50)				
Social Work Field Practicum Fee	\$ 75	\$ -	\$ (75)				
Athletic Training Special Fee	\$ 100	\$ -	\$ (100)				
University Fee, full-time (part-time prorated)	\$ -	\$ 300	\$ 300	\$ 884,305	\$ 201,695	1,914	\$ 1,086,000
Service Fee - Installment Plan	\$ 50	\$ 50	\$ -	\$ 17,800	\$ -	356	\$ 17,800
Post Office Box Rental	\$ 15	\$ 15	\$ -	\$ 11,185	\$ -	373	\$ 11,185
Parking Permit Decal	\$ 25	\$ 25	\$ -	\$ 13,650	\$ -	273	\$ 13,650
Graduate Admissions' Application Fee	\$ 30	\$ 30	\$ -	\$ 3,000	\$ -	100	\$ 3,000
Replacement ID	\$ 5	\$ 5	\$ -	\$ 100	\$ -	20	\$ 100
Reinstatement Fee	\$ 200	\$ 200	\$ -	\$ 7,000	\$ -	35	\$ 7,000
Nursing Program Fee	\$ 1,000	\$ 1,000	\$ -	\$ -	\$ -	15	\$ 15,000
<b>Fairmont State University</b>							
<b>Program Specific Fees:</b>							
<b>Undergraduate:</b>							
School of Nursing	\$ 700	\$ 700	\$ -	\$ -	\$ -	0	\$ -

School of Business	\$ 300	\$ 300	\$ -	\$ -	\$ -	0	\$ -
College of Science and Technology	\$ 300	\$ 300	\$ -	\$ -	\$ -	0	\$ -
College of Liberal Arts	\$ 250	\$ 250	\$ -	\$ -	\$ -	0	\$ -
School of Education	\$ 300	\$ 300	\$ -	\$ -	\$ -	0	\$ -
Exploratory	\$ 100	\$ 100	\$ -	\$ -	\$ -	0	\$ -
AAMIS - Tier 1	\$ 1,000	\$ 1,000	\$ -	\$ -	\$ -	0	\$ -
AAIMS - Tier 2	\$ 5,000	\$ 5,000	\$ -	\$ -	\$ -	0	\$ -
Graduate:							
School of Business	\$ 400	\$ 400	\$ -	\$ -	\$ -	0	\$ -
College of Science and Technology (Formerly Masters of Architecture)	\$ 400	\$ 400	\$ -	\$ -	\$ -	0	\$ -
College of Liberal Arts (Formerly Masters of Criminal Justice)	\$ 400	\$ 400	\$ -	\$ -	\$ -	0	\$ -
School of Education	\$ 400	\$ 400	\$ -	\$ -	\$ -	0	\$ -
Architecture Program Fee	\$ 400	\$ 400	\$ -	\$ -	\$ -	0	\$ -
Flight School Rates (FSU 141):							
Private Pilot License	\$ 13,656	\$ 14,066	\$ 410	\$ 191,184	\$ 5,736	14	\$ 196,920
Instrument Rating License	\$ 13,824	\$ 14,239	\$ 415	\$ 207,360	\$ 6,221	15	\$ 213,581
Commercial License	\$ 29,621	\$ 30,509	\$ 888	\$ 207,347	\$ 6,220	7	\$ 213,567
Commercial Twin Add-On (per hour)	\$ 350	\$ 375	\$ 25				\$ -
Special Fees:							
Application Fee - Graduate	\$ 50	\$ 50	\$ -	\$ -	\$ -	0	\$ -
Application Fee - Undergraduate	\$ 25	\$ 25	\$ -	\$ -	\$ -	0	\$ -
Architecture Course Fee (per credit hour)	\$ 18	\$ 20	\$ 2	\$ 21,780	\$ 2,420	605	\$ 24,200
Art - E Foundations Materials Fee (per credit hour)	\$ 50	\$ 65	\$ 15	\$ 5,050	\$ 1,530	51	\$ 6,580
Art - Pottery Materials Fee (per credit hour)	\$ 40	\$ 50	\$ 10	\$ 10,500	\$ 2,620	131	\$ 13,120
Art - Painting/Drawing Materials Fee (per credit hour)	\$ 25	\$ 35	\$ 10	\$ 12,350	\$ 4,940	247	\$ 17,290
Athletic Equipment Fee		Varies By Sport		\$ -	\$ -	0	\$ -
Credential Fee - Placement	\$ 3	\$ 3	\$ -	\$ -	\$ -	0	\$ -
Community College Baccalaureate Enhancement Fee (per credit hour)	\$ 300	\$ 300	\$ -	\$ -	\$ -	0	\$ -
Course Fee (per credit hour) (previously known as Technology Fee)	\$ 18	\$ 20	\$ 2	\$ 648,142	\$ 72,016	1,500	\$ 720,158
Debate - Materials Fee (per credit hour)	\$ 20	\$ 20	\$ -	\$ -	\$ -	0	\$ -
Digital Resource Fee (per semester)	\$ 300	\$ 350	\$ 50	\$ -	\$ 54,000	3,000	\$ 54,000
Digital Equipment Fee (one time fee)	\$ 200	\$ 200	\$ -	\$ -	\$ -	0	\$ -
Diploma Replacement	\$ 50	\$ 50	\$ -	\$ -	\$ -	0	\$ -
Dormancy Charge (Not to exceed \$50)		Varies Depending Upon Balance		\$ -	\$ -	0	\$ -
Dual Enrollment Course Fee (per credit hour)	\$ 25	\$ 25	\$ -	\$ -	\$ -	0	\$ -
E-Rate University (per 3 hour course)	\$ 972	\$ 972	\$ -	\$ -	\$ -	0	\$ -
E-Rate Graduate (per 3 hour course)*	\$ 1,476	\$ 1,476	\$ -	\$ -	\$ -	0	\$ -
E-Learning Course Fee (per 3 hour course) (FS Students)	\$ 180	\$ 180	\$ -	\$ -	\$ -	0	\$ -
English as a Second Language Fees (for 12 hours - does not include Auxiliary fees)	\$ 6,100	\$ 6,100	\$ -	\$ -	\$ -	0	\$ -
Exam for Course Credit (per credit hour)	\$ 50	\$ 50	\$ -	\$ -	\$ -	0	\$ -
Excess course withdrawal fee (per course assessed after 8 courses have been dropped)	\$ 50	\$ 50	\$ -	\$ -	\$ -	0	\$ -
Faculty and Staff Parking Fee - Full-time (will be prorated if less than full-time) Annual	\$ 180	\$ 180	\$ -	\$ -	\$ -	0	\$ -
Falcon Fast Track Program (per credit hour - \$60 E&G - \$10 Parking)	\$ 70	\$ 70	\$ -	\$ -	\$ -	0	\$ -
Fine Arts Course Fees (per credit hour):				\$ -	\$ -	0	\$ -
- Music Lessons Fee	\$ 35	\$ 35	\$ -	\$ -	\$ -	0	\$ -
Foreign Languages Course Fee (per credit hour)	\$ -		\$ -	\$ -	\$ -	0	\$ -
Graduation Processing Fee - Certificate	\$ 25	\$ 25	\$ -	\$ -	\$ -	0	\$ -
Graduation Processing Fee - Graduate	\$ 70	\$ 70	\$ -	\$ -	\$ -	0	\$ -
Graduation Processing Fee - Undergraduate	\$ 50	\$ 50	\$ -	\$ -	\$ -	0	\$ -
Graduation Application Late Fee	\$ 50	\$ 50	\$ -	\$ -	\$ -	0	\$ -
ID Card Replacement Fee	\$ 20	\$ 20	\$ -	\$ -	\$ -	0	\$ -
Immobilization Fee (per instance)	\$ 70	\$ 70	\$ -	\$ -	\$ -	0	\$ -
International Document Processing Fee (per instance)	\$ 150	\$ 150	\$ -	\$ -	\$ -	0	\$ -
Late Registration	\$ 50	\$ 50	\$ -	\$ -	\$ -	0	\$ -
Late Payment Fee	\$ 50	\$ 50	\$ -	\$ -	\$ -	0	\$ -
New Student Fee	\$ 150	\$ 180	\$ 30	\$ 140,000	\$ 28,000	933	\$ 168,000
Nursing Lab Fee (per credit hour)	\$ 15	\$ 15	\$ -	\$ -	\$ -	0	\$ -
Nursing Testing Fee (per semester)	\$ 180	\$ 825	\$ 645	\$ 90,000	\$ 161,250	250	\$ 251,250
Nursing Uniform Fee (once per program)	\$ 250	\$ 250	\$ -	\$ -	\$ -	0	\$ -
Nursing Acceptance Fee (deposit)	\$ 250	\$ 250	\$ -	\$ -	\$ -	0	\$ -
NCLEX Testing Review Fee (once per program)	\$ 375	\$ -	\$ (375)	\$ (20,000)	\$ -	0	\$ (20,000)
Occupational Develop/Tech Studies Degree Evaluation	\$ 150	\$ 150	\$ -	\$ -	\$ -	0	\$ -
Off-Campus Instruction (per credit hour up to 12 hours max)	\$ 15	\$ 15	\$ -	\$ -	\$ -	0	\$ -
Regents' BA Degree Evaluation	\$ 300	\$ 300	\$ -	\$ -	\$ -	0	\$ -
Reinstatement Fee	\$ 25	\$ 25	\$ -	\$ -	\$ -	0	\$ -
Returned Check Fee	\$ 25	\$ 25	\$ -	\$ -	\$ -	0	\$ -
Senior Citizens Audit Fee (per credit hour)	\$ 22	\$ 22	\$ -	\$ -	\$ -	0	\$ -
Teacher Cadet Dual Enrollment (per credit hour)	\$ 25	\$ 25	\$ -	\$ -	\$ -	0	\$ -

Teacher Education - Clinical Experiences Fee	\$ 200	\$ 200	\$ -	\$ -	\$ -	0	\$ -
TEFL International Fee (per credit hour)	\$ 80	\$ 80	\$ -	\$ -	\$ -	0	\$ -
The American University (Maritius) Fee (per credit hour)	\$ 80	\$ 80	\$ -	\$ -	\$ -	0	\$ -
Theatre Materials Fee (per credit hour)	\$ 20	\$ 20	\$ -	\$ -	\$ -	0	\$ -
Transcript Fee	\$ 10	\$ 10	\$ -	\$ -	\$ -	0	\$ -
Police Academy Certification	\$ 6,500	\$ 6,500	\$ -	\$ -	\$ -	0	\$ -
Priority Transcript Fee	\$ 15	\$ 15	\$ -	\$ -	\$ -	0	\$ -
Resident	\$ 116	\$ 116	\$ -	\$ -	\$ -	0	\$ -
Non-Resident	\$ 257	\$ 257	\$ -	\$ -	\$ -	0	\$ -
HHP Equipment Course Fee (flat fee)	\$ 50	\$ 50	\$ -	\$ -	\$ -	0	\$ -
HHP Outdoor Course Fee (per credit hour)	\$ 50	\$ 50	\$ -	\$ -	\$ -	0	\$ -
School of Education Portfolio Fee (one-time)	\$ 130	\$ 130	\$ -	\$ -	\$ -	0	\$ -
Storytelling Course Fee (per credit hour)	\$ 40	\$ 40	\$ -	\$ -	\$ -	0	\$ -
Tobacco Free Fine (2nd offense)	\$ 50	\$ 50	\$ -	\$ -	\$ -	0	\$ -
Tobacco Free Fine (3rd offense)	\$ 100	\$ 100	\$ -	\$ -	\$ -	0	\$ -
Supplemental Math Course Fee	\$ 75	\$ 85	\$ 10	\$ 6,600	\$ 880	44	\$ 7,480
SCIE Course Fee	\$ 75	\$ 85	\$ 10	\$ 30,325	\$ 4,040	202	\$ 34,365
On-line/Hybrid Course Fee (per 3 hour course)	\$ 75	\$ 75	\$ -	\$ -	\$ -	0	\$ -
<b>Glenville State University</b>							
ACT Residual Test - institutional charge	\$ 50	\$ 50	\$ -				\$ -
Application Fee	\$ 20	\$ 20	\$ -				\$ -
Application Fee - International	\$ 100	\$ 100	\$ -				\$ -
Baccalaureate Degree in Criminal Justice - Correction Officers (per credit hour)	\$ 179	\$ -	\$ (179)				\$ -
Bad Check Fee	\$ 35	\$ 35	\$ -				\$ -
Book Fee - Full-time (12-18 hours)	\$ 360	\$ 390	\$ 30				\$ -
Book Fee - Per Credit Hour Below 12 or above 18	\$ 24	\$ 26	\$ 2				\$ -
Certificate Fee	\$ 20	\$ 20	\$ -				\$ -
Credit by Examination (per credit hour - Challenge Exam)	\$ 40	\$ 40	\$ -				\$ -
Dining Flex Dollars Fee - For commuters only	\$ 50	\$ 75	\$ 25				\$ -
Diploma Replacement Fee	\$ 25	\$ 35	\$ 10				\$ -
Facsimile Fee (per page)	\$ 1	\$ 1	\$ -				\$ -
Fees - Commuters	\$ 388	\$ 403	\$ 15				\$ -
Fees - Commuters - Part-time	\$ 255	\$ 265	\$ 10				\$ -
Fees - Residence Hall Students	\$ 510	\$ 530	\$ 20				\$ -
Fees - On-line Only Program Students not Living on Campus	\$ 209	\$ 217	\$ 8				\$ -
Graduation Fee (exclusive of cap and gown)	\$ 80	\$ 85	\$ 5				\$ -
Graduate Verification Letter	\$ 5	\$ 5	\$ -				\$ -
Late Graduation Fee	\$ 100	\$ 105	\$ 5				\$ -
Music Instrument Maintenance Fee	\$ 50	\$ 53	\$ 3				\$ -
NTE Scores (copy)	\$ 5	\$ 5	\$ -				\$ -
Nursing Program Fee (per semester)	\$ 50	\$ -	\$ (50)				\$ -
Parking Permit - Commuter	\$ 50	\$ 50	\$ -				\$ -
Parking Permit - Resident	\$ 50	\$ 50	\$ -				\$ -
Parking Permit - Reserved	\$ 200	\$ 200	\$ -				\$ -
Photocopy Charges (per page)	\$ 2	\$ 2	\$ -				\$ -
Prior Learning Portfolio Assessment	\$ 300	\$ 312	\$ 12				\$ -
Prior Learning Posting Fee (per credit hour)	\$ 10	\$ 10	\$ -				\$ -
Regent's BA Degree Evaluation	\$ 300	\$ 312	\$ 12				\$ -
Regent's BA Degree Posting Fee (per credit hour)	\$ 10	\$ 10	\$ -				\$ -
Replacement ID Card	\$ 10	\$ 20	\$ 10				\$ -
Replacement - Room Key (Pioneer Village)	\$ 75	\$ 55	\$ (20)				\$ -
Replacement - Room Key Cylinder	\$ 75	\$ 80	\$ 5				\$ -
Replacement Room Access Card (Goodwin)	\$ 20	\$ 25	\$ 5				\$ -
Room Reservation Fee	\$ 100	\$ 100	\$ -				\$ -
Late Registration Fee	\$ 100	\$ 106	\$ 6				\$ -
Study Abroad Fee (GSC 205)	\$ 75	\$ 75	\$ -				\$ -
Teacher Endorsement Evaluation	\$ 25	\$ 25	\$ -				\$ -
TOEFL Test - institutional charge	\$ 5	\$ 5	\$ -				\$ -
Transcript	\$ 7	\$ 7	\$ -				\$ -
Transcript - Express	\$ 35	\$ 35	\$ -				\$ -
Transcript - FAX	\$ 5	\$ 5	\$ -				\$ -
<b>Marshall University</b>							
Enrollment Deposit:							
Undergraduate	\$ 100	\$ 100	\$ -				\$ -
International	\$ 500	\$ 500	\$ -				\$ -
School of Pharmacy	\$ 500	\$ 500	\$ -				\$ -
School of Physical Therapy	\$ 500	\$ 500	\$ -				\$ -
Doctor of Business Administration (DBA)	\$ 2,500	\$ 2,500	\$ -				\$ -



School of Medicine - Physician Assistant	\$ 1,000	\$ 1,000	\$ -			\$ -
Application Fees:						
Undergraduate/Graduate	\$ 40	\$ 40	\$ -			\$ -
Undergraduate/Graduate - Transfers	\$ 50	\$ 50	\$ -			\$ -
Undergraduate - Readmission	\$ 25	\$ 25	\$ -			\$ -
School of Medicine - Resident	\$ 75	\$ 75	\$ -			\$ -
School of Medicine - Non-Resident	\$ 100	\$ 100	\$ -			\$ -
School of Nursing	\$ 30	\$ 30	\$ -			\$ -
Masters of Public Health	\$ 30	\$ 30	\$ -			\$ -
School of Pharmacy	\$ 100	\$ 100	\$ -			\$ -
Dietetic Internship Program	\$ 25	\$ 25	\$ -			\$ -
International Application/Express Mail Fee	\$ 150	\$ 150	\$ -			\$ -
Course Fees:						
COEPD - EdD/EdS Advanced Program Course Fees - per credit hour	\$ -	\$ 50	\$ 50			\$ -
COHP-SOK - SCUBA	\$ 200	\$ 200	\$ -			\$ -
COHP-SOK - Activity Course Fee	\$ 40	\$ 40	\$ -			\$ -
COHP-MPH - Non-major Course Fee (per 3 hour course)	\$ 1,991	\$ 1,991	\$ -			\$ -
SOP-MSPS - Non-major Course Fee (per 3 hour course)	\$ 945	\$ 945	\$ -			\$ -
Special Program Fees (in lieu of regular tuition)						
High School E-Course Fee - per Credit Hour	\$ 75	\$ 25	\$ (50)			\$ -
Ohio High School STEM Program - per Credit Hour	\$ 167	\$ 167	\$ -			\$ -
High School Dual Enrollment - Resident - Marshall Campus - per credit hour	\$ 145	\$ 25	\$ (120)			\$ -
Intensive English Program - per semester	\$ 4,500	\$ 4,500	\$ -			\$ -
Intensive English Program - online - per semester	\$ 3,200	\$ 3,200	\$ -			\$ -
wvROCKS Course Fee (Undergraduate) - per Credit Hour	\$ 250	\$ 250	\$ -			\$ -
Undergraduate Distance Programs (Specifically identified) - per semester Full-time	\$ 3,380	\$ -	\$ (3,380)			\$ -
Graduate Distance Programs (Specifically identified) - per semester Full-time	\$ 3,555	\$ -	\$ (3,555)			\$ -
Undergraduate Distance Program and Delivery (Specifically identified) - per semester Full-time	\$ -	\$ 4,411	\$ 4,411			\$ -
Graduate Distance Program and Delivery (Specifically identified) - per semester Full-time	\$ -	\$ 4,580	\$ 4,580			\$ -
MBA - Online Program Fee	\$ 450	\$ 450	\$ -			\$ -
COHP Distance Dietetic Internship MS Program	\$ 5,832	\$ 5,832	\$ -			\$ -
Business DBA Program - per Credit Hour	\$ 850	\$ 950	\$ 100			\$ -
Course for Senior Citizens - per Course	\$ 50	\$ 50	\$ -			\$ -
Diploma Fees:						
Certificate Fee	\$ 15	\$ 15	\$ -			\$ -
Associate Degree	\$ 50	\$ 50	\$ -			\$ -
Baccalaureate Degree	\$ 50	\$ 50	\$ -			\$ -
Master's Degree	\$ 50	\$ 50	\$ -			\$ -
Diploma Replacement	\$ 50	\$ 50	\$ -			\$ -
First Professional Degree	\$ 100	\$ 100	\$ -			\$ -
Doctoral Degree	\$ 100	\$ 100	\$ -			\$ -
Other Fees:						
CLEP/DANTES Testing	\$ 25	\$ 25	\$ -			\$ -
International Student Fee	\$ 200	\$ 200	\$ -			\$ -
Late Registration/Payment Fee	\$ 25	\$ 25	\$ -			\$ -
Meal Card/I. D. Replacement	\$ 20	\$ 20	\$ -			\$ -
MUGC Alternative Assessment (Per Credit Hour)	\$ 25	\$ 25	\$ -			\$ -
Orientation/Student Success Fee	\$ 60	\$ 60	\$ -			\$ -
Pharmacy - Matriculation Fee (Annual - Year 1 Only)	\$ 270	\$ 270	\$ -			\$ -
Pharmacy - Practice Ready Fee (Annual Year 2 Only)	\$ 390	\$ 390	\$ -			\$ -
Pharmacy - Practice Ready Fee (Annual Year 3-4 Only)	\$ 390	\$ 390	\$ -			\$ -
Pharmacy - Progression Fee (Annual)	\$ 390	\$ 390	\$ -			\$ -
Pharmacy - Simulation Fee (Annual)	\$ 350	\$ 350	\$ -			\$ -
Pharmacy - iPad Fee (Annual Year 1-2 Only)	\$ 250	\$ 250	\$ -			\$ -
Pharmacy - iPad Fee (Annual Year 3 Only)	\$ 350	\$ 350	\$ -			\$ -
Regents' BA Degree Evaluation	\$ 300	\$ 300	\$ -			\$ -
Regents' BA Posting Fee (Per credit hour awarded)	\$ 10	\$ 10	\$ -			\$ -
Reinstatement Fee - Course Schedule	\$ 25	\$ 25	\$ -			\$ -
Returned Check Fee	\$ 25	\$ 25	\$ -			\$ -
Revalidation of Credit Fee (Per Hour)	\$ 25	\$ 25	\$ -			\$ -
Study Abroad Application/advising/shipping fee - one-time	\$ 150	\$ 150	\$ -			\$ -
Study Abroad Program Registration Fee - per Program	\$ 100	\$ 100	\$ -			\$ -
Transcript - paper	\$ 10	\$ 10	\$ -			\$ -
Transcript - electronic	\$ 12	\$ 12	\$ -			\$ -
Transfer Evaluation Fee	\$ 50	\$ 50	\$ -			\$ -
University College - Placement Testing Fee	\$ 35	\$ 35	\$ -			\$ -
Visiting Student Credential Fee - SOM	\$ 50	\$ 50	\$ -			\$ -
Residence Services Fees:						

Transfer Buyout	\$ -	\$ 1,000	\$ 1,000				\$ -
Unauthorized Single Occupancy (per night)	\$ -	\$ 75	\$ 75				\$ -
Holderby Storage Rate	\$ 40	\$ 60	\$ 20				\$ -
Holderby A/C Rental	\$ -	\$ 75	\$ 75				\$ -
Improper Check-out Fee - Dorm	\$ 50	\$ 75	\$ 25				\$ -
Mail Box - Re-Key (Per Lock)	\$ 30	\$ 30	\$ -				\$ -
Reservation Deposit	\$ 200	\$ 200	\$ -				\$ -
Room Re-Key (per lock)	\$ 40	\$ 40	\$ -				\$ -
<b>Shepherd University:</b>							
Admissions Application Fee (Under-grad)	\$ 45	\$ 45	\$ -				\$ -
Admissions Deposit (non-refundable)	\$ 100	\$ 100	\$ -				\$ -
Applied Music Fee (per credit hour)	\$ 306	\$ 336	\$ 30				\$ -
Art Fee 240, 250, 340, 350	\$ 95	\$ 105	\$ 10				\$ -
Art Studio Fee	\$ 50	\$ 55	\$ 5				\$ -
Bowling Course Fee	\$ 45	\$ 50	\$ 5				\$ -
Business Course Fee (411)	\$ 50	\$ 55	\$ 5				\$ -
CIS-CPE Lab	\$ 50	\$ 55	\$ 5				\$ -
Communication Course Fee	\$ 50	\$ 55	\$ 5				\$ -
Continuing Education Fee (per credit hour)	\$ 59	\$ 66	\$ 7				\$ -
CSDA Course Fee (501)	\$ 25	\$ 29	\$ 4				\$ -
Diploma Replacement	\$ 20	\$ 20	\$ -				\$ -
Doctorate Nurse Practitioner Clinical Fee	\$ 200	\$ 200	\$ -				\$ -
Doctorate Nurse Practitioner Nursing Fee (632)	\$ 375	\$ 375	\$ -				\$ -
Education Major Fee	\$ 120	\$ 135	\$ 15				\$ -
Education Course Fee (150, 200, 360) EDUC Majors Only	\$ 90	\$ 90	\$ -				\$ -
Emergency Transcript	\$ 15	\$ 15	\$ -				\$ -
English Course Fee (101S)	\$ 30	\$ 35	\$ 5				\$ -
English Course Fee (215)	\$ -	\$ 50	\$ 50				\$ -
FYEX Course fee	\$ 10	\$ 12	\$ 2				\$ -
Gender and Women's Studies Course Fee (201, 350)	\$ -	\$ 50	\$ 50				\$ -
Graduate Admissions Fee (non-refundable)	\$ 40	\$ 40	\$ -				\$ -
Graduate Studies Program Fee (Full-time)	\$ 70	\$ 70	\$ -				\$ -
Graduate Studies Program Fee (Part-time)	\$ 45	\$ 45	\$ -				\$ -
Graduation Fee	\$ 65	\$ 65	\$ -				\$ -
Health, Physical Education, Recreation & Sports Fee	\$ 40	\$ 45	\$ 5				\$ -
History Course Fee (304 only)	\$ 75	\$ 85	\$ 10				\$ -
History Course Fee (427 only)	\$ 50	\$ 55	\$ 5				\$ -
Housing Deposit	\$ 100	\$ 100	\$ -				\$ -
I.D. Card Replacement	\$ 25	\$ 25	\$ -				\$ -
Language Fee	\$ 35	\$ 40	\$ 5				\$ -
Late Graduation Application Fee	\$ 50	\$ 50	\$ -				\$ -
Late Payment Fee	\$ 50	\$ 50	\$ -				\$ -
Late Registration Fee (non-refundable)	\$ 50	\$ 50	\$ -				\$ -
MAT Transcript Analysis Fee	\$ 20	\$ 20	\$ -				\$ -
Math Course Fee (107A, 107B, 109A)	\$ 30	\$ 35	\$ 5				\$ -
Math Course Fee (489 Only)	\$ 45	\$ 50	\$ 5				\$ -
MBA Fee	\$ 35	\$ 40	\$ 5				\$ -
Music Lab Fee	\$ 30	\$ -	\$ (30)				\$ -
Music Major Fee	\$ 70	\$ 125	\$ 55				\$ -
Music Course Fee (230 only)	\$ 222	\$ 245	\$ 23				\$ -
Music Course Fee (231 only)	\$ 192	\$ 212	\$ 20				\$ -
Music Course Fee (232 only)	\$ 189	\$ 208	\$ 19				\$ -
Music Course Fee (233 only)	\$ 168	\$ 185	\$ 17				\$ -
Music Course Fee (239 only)	\$ 99	\$ 109	\$ 10				\$ -
Nursing Course Fee (444)	\$ 75	\$ 75	\$ -				\$ -
Nursing Lab Fee	\$ 150	\$ 150	\$ -				\$ -
Nursing NCLEX Review Fee (senior year only)	\$ 525	\$ 525	\$ -				\$ -
Nursing Program Fee	\$ 90	\$ 90	\$ -				\$ -
Nutrition Program (ACEND Accred.)	\$ 13	\$ 15	\$ 3				\$ -
Nutrition Course Fee (202)	\$ 45	\$ 50	\$ 5				\$ -
Nutrition Course Fee (328, 329)	\$ 35	\$ 40	\$ 5				\$ -
Nutrition Course Fee (420, 430)	\$ 25	\$ 30	\$ 5				\$ -
Parking Fee	\$ 70	\$ 70	\$ -				\$ -
Photography Course Fee (480, 495)	\$ 75	\$ 85	\$ 10				\$ -
Political Science Course Fee	\$ 80	\$ 85	\$ 5				\$ -
RBA Posting Fee (per credit hour)	\$ 10	\$ 10	\$ -				\$ -
Recreation Major Program Fee	\$ 40	\$ 45	\$ 5				\$ -
Recreation Course Fee (211)/Leadership in Recr/Sport	\$ 68	\$ 75	\$ 7				\$ -
Regents' BA Degree Evaluation	\$ 300	\$ 300	\$ -				\$ -

Return Check Handling Fee	\$ 20	\$ 20	\$ -				\$ -
Science Lab Fee	\$ 70	\$ 80	\$ 10				\$ -
Social Work fee (311 only)	\$ 45	\$ 50	\$ 5				\$ -
Special Examination (per credit hour)	\$ 25	\$ 25	\$ -				\$ -
Student Services Fee	\$ 160	\$ 160	\$ -				\$ -
Tech Fee (per credit hour)	\$ -	\$ 15	\$ 15				\$ -
Theater Fee	\$ 50	\$ 55	\$ 5				\$ -
Transcript (after first request)	\$ 5	\$ 5	\$ -				\$ -
<b>West Liberty University</b>							
<b>Undergraduate College/Program Fees</b>							
College of Sciences	\$ 325	\$ 325	\$ -	\$ 192,522	\$ -	420	\$ 192,522
Athletic Training, Ex Phys, Music	\$ 300	\$ 325	\$ 25	\$ 55,102	\$ 3,925	157	\$ 59,027
College of Business, Broadcasting, GD, DMD	\$ 200	\$ 325	\$ 125	\$ 318,708	\$ 52,875	423	\$ 371,583
Nursing	\$ 775	\$ 775	\$ -	\$ 214,758	\$ -	47	\$ 214,758
Dental Hygiene	\$ 475	\$ 475	\$ -	\$ 204,441	\$ -	71	\$ 204,441
College of Education	\$ 250	\$ 325	\$ 75	\$ 69,886	\$ 12,150	162	\$ 82,036
Speech Pathology	\$ 600	\$ 600	\$ -	\$ -	\$ -	37	\$ -
ADA Accommodation Evaluation	\$ 250	\$ 250	\$ -	\$ -	\$ -	5	\$ -
ACT Fee	\$ 53	\$ 53	\$ -	\$ 105	\$ -	2	\$ 105
Athletic Training Materials Fee (MSAT)	\$ 320	\$ 320	\$ -	\$ -	\$ -	10	\$ -
Badges - Student Teacher / DH / Nursing	\$ 5	\$ 5	\$ -	\$ 500	\$ -	100	\$ 500
Book Fee (Barnes & Noble First Day Complete)	\$ -	\$24/credit hr	\$24/credit hr	\$ -	\$ -	101	\$ -
BOR Degree Program Fees	\$ 300	\$ 300	\$ -	\$ 1,300	\$ -	8	\$ 1,300
CEU Course Fee	\$ 180	\$ 180	\$ -	\$ 32,580	\$ -	180	\$ 32,580
Dental Hygiene Dental Materials Lab	\$ 30	\$ 30	\$ -	\$ 900	\$ -	30	\$ 900
Dental Hygiene Instrument Kit Clinic 1	\$ 1,370	\$ 1,446	\$ 76	\$ 48,630	\$ 2,280	30	\$ 50,910
Dental Hygiene Supplies Clinic IV	\$ 115	\$ 115	\$ -	\$ 3,450	\$ -	30	\$ 3,450
Dental Hygiene Loupes and Supplies Clinic III	\$ 1,365	\$ 1,365	\$ -	\$ 37,950	\$ -	30	\$ 37,950
Dental Hygiene Instrument Kit Clinic II	\$ 1,200	\$ 1,355	\$ 155	\$ 41,010	\$ 4,650	30	\$ 45,660
Dental Hygiene X-Ray XCP Instruments	\$ 225	\$ 265	\$ 40	\$ 8,100	\$ 1,200	30	\$ 9,300
Diploma Replacement	\$ 25	\$ 25	\$ -	\$ 100	\$ -	2	\$ 100
EMS Course Fee	\$ 140	\$ 140	\$ -	\$ 1,400	\$ -	10	\$ 1,400
First Aid Course Fee	\$ 50	\$ 50	\$ -	\$ 500	\$ -	10	\$ 500
Graduation - Graduate	\$ 160	\$ 160	\$ -	\$ 13,475	\$ -	60	\$ 13,475
Graduation - Undergraduate	\$ 135	\$ 135	\$ -	\$ 58,800	\$ -	500	\$ 58,800
Hilltopper Academy Registration	\$ 50	\$ 50	\$ -	\$ 600	\$ -	18	\$ 600
International Student Fee	\$ 250	\$ 250	\$ -	\$ 18,250	\$ -	60	\$ 18,250
Late Graduation	\$ 110	\$ 110	\$ -	\$ -	\$ -	0	\$ -
Late Payment	\$ 110	\$ 110	\$ -	\$ 11,000	\$ -	100	\$ 11,000
Late Registration	\$ 100	\$ 100	\$ -	\$ 55,000	\$ -	550	\$ 55,000
Master in Clinical Psychology Testing Fee	\$ 525	\$ 525	\$ -	\$ 2,625	\$ -	5	\$ 2,625
Master in Clinical Psychology Application Fee	\$ 25	\$ 25	\$ -	\$ 2,500	\$ -	10	\$ 2,500
MCAT Preparation Fee	\$ 1,300	\$ 1,300	\$ -	\$ 6,500	\$ -	7	\$ 6,500
Miller Analog Test	\$ 75	\$ 75	\$ -	\$ 1,000	\$ -	35	\$ 1,000
MS SLP Application Fee	\$ 40	\$ 40	\$ -	\$ 2,000	\$ -	10	\$ 2,000
MS SLP Clinical Software Fee	\$ -	\$ 350	\$ 350	\$ 5,851	\$ 3,850	11	\$ 9,701
MS SLP Commitment Fee (non-refundable)	\$ -	\$ 250	\$ 250	\$ 5,002	\$ 3,000	12	\$ 8,002
New Student Orientation	\$ 125	\$ 125	\$ -	\$ 69,000	\$ -	575	\$ 69,000
PA Application	\$ 25	\$ 25	\$ -	\$ 15,725	\$ -	550	\$ 15,725
Parking (Employee per year)	\$ 50	\$ -	\$ (50)	\$ 15,000	\$ -	0	\$ -
Parking Permit (student per year)	\$ 40	\$ 45	\$ 5	\$ 152,475	\$ 9,500	1,900	\$ 161,975
Private Music Lessons	\$ 250	\$ 250	\$ -	\$ 26,750	\$ -	150	\$ 26,750
Red Cross Certification	\$ 50	\$ 50	\$ -	\$ 3,650	\$ -	70	\$ 3,650
Registration Reinstatement	\$ 25	\$ 25	\$ -	\$ -	\$ -	0	\$ -
Return Check Charge	\$ 25	\$ 25	\$ -	\$ 500	\$ -	0	\$ 500
Study Aboard Fee (HEPC) / credit hour < 3 months	\$ 100	\$ 100	\$ -	\$ 2,000	\$ -	8	\$ 2,000
Study Aboard Fee (HEPC) / credit hour > 3 months	\$ 250	\$ 250	\$ -	\$ 1,750	\$ -	7	\$ 1,750
Topper Card damaged	\$ 10	\$ 10	\$ -	\$ -	\$ -	0	\$ -
Topper Card replacement	\$ 15	\$ 15	\$ -	\$ 5,250	\$ -	350	\$ 5,250
Transcripts	\$ 9	\$ 9	\$ -	\$ 22,900	\$ -	2,200	\$ 22,900
Transcripts Priority	\$ 25	\$ 25	\$ -	\$ -	\$ -	0	\$ -
Tuition Payment Plan	\$ 30	\$ 30	\$ -	\$ 10,090	\$ -	340	\$ 10,090
Undergraduate Enrollment Deposit (non-refundable)	\$ -	\$ 50	\$ 50	\$ 27,141	\$ 17,050	341	\$ 44,191
WLU Connect Fee	\$ 25	\$ -	\$ (25)	\$ 65,875	\$ -	0	\$ -
Work for Life (plus \$15 per work life credit)	\$ 375	\$ 375	\$ -	\$ 3,000	\$ -	10	\$ 3,000
Zoo Science Course Fee	\$ 1,777	\$ 1,777	\$ -	\$ 315,996	\$ -	200	\$ 315,996
<b>West Virginia State University:</b>							
<b>Application Fees:</b>							
Undergraduate - In/State	\$ 20	\$ 20	\$ -	\$ 10,000	\$ -	500	\$ 10,000

Undergraduate - Out/State	\$ 20	\$ 20	\$ -	\$ 20,000	\$ -	1,000	\$ 20,000
Graduate - In/state	\$ 50	\$ 50	\$ -	\$ 250	\$ -	5	\$ 250
Graduate - Out/state	\$ 50	\$ 50	\$ -	\$ 250	\$ -	5	\$ 250
<b>Program Fees:</b>							
College of Natural Science & Mathematics Program Fee - Undergraduate	\$ -	\$ 200	\$ 200	\$ -	\$ 156,600	783	\$ 156,600
College of Professional Studies - Undergraduate	\$ -	\$ 200	\$ 200	\$ -	\$ 156,600	783	\$ 156,600
College of Arts and Humanities - Undergraduate	\$ -	\$ 200	\$ 200	\$ -	\$ 156,600	783	\$ 156,600
College of Business and Social Sciences - Undergraduate	\$ -	\$ 200	\$ 200	\$ -	\$ 156,600	783	\$ 156,600
College of Natural Science & Mathematics Program Fee - Graduate	\$ -	\$ 150	\$ 150	\$ -	\$ 8,850	59	\$ 8,850
College of Professional Studies - Graduate	\$ -	\$ 150	\$ 150	\$ -	\$ 8,850	59	\$ 8,850
College of Arts and Humanities - Graduate	\$ -	\$ 150	\$ 150	\$ -	\$ 8,850	59	\$ 8,850
College of Business and Social Sciences - Graduate	\$ -	\$ 150	\$ 150	\$ -	\$ 8,850	59	\$ 8,850
<b>Course Fees:</b>							
Applied Music Fee	\$ 46	\$ 150	\$ 104	\$ 4,600	\$ 10,400	100	\$ 15,000
Applied Music Fee (Non-music majors only )	\$ 154	\$ 225	\$ 71	\$ 4,620	\$ 2,130	30	\$ 6,750
Art Fee	\$ 53	\$ 100	\$ 47	\$ 21,200	\$ 18,800	400	\$ 40,000
Communications Fee	\$ 46	\$ 46	\$ -	\$ 27,600	\$ -	600	\$ 27,600
Science Lab Fee	\$ 61	\$ 70	\$ 9	\$ 85,400	\$ 12,600	1,400	\$ 98,000
Engineering Science Lab Fee	\$ -	\$ 90	\$ 90	\$ -	\$ 2,250	25	\$ 2,250
Nursing ATI Fee	\$ -	\$ 600	\$ 600	\$ -	\$ 30,000	50	\$ 30,000
Nursing Program Fee (200, 202, 301, 316, 405, 408)	\$ 600	\$ 600	\$ -	\$ 15,600	\$ -	50	\$ 15,600
Information Literacy Fee	\$ 105	\$ 120	\$ 15	\$ 320,355	\$ 45,765	3,051	\$ 366,120
Internet Course Fee - Undergraduate (Web 80-100)	\$ 168	\$ 168	\$ -	\$ 420,000	\$ -	2,500	\$ 420,000
Internet Course Fee - Graduate (Web 80-100)	\$ 246	\$ 246	\$ -	\$ 2,460	\$ -	10	\$ 2,460
Internet Course Fee - Online (Web-50)	\$ 66	\$ 66	\$ -	\$ 52,800	\$ -	800	\$ 52,800
<b>Other Fees:</b>							
Diploma Replacement	\$ 39	\$ 50	\$ 11	\$ 585	\$ 165	15	\$ 750
Transcript (after first)	\$ 12	\$ 20	\$ 8	\$ 3,600	\$ 2,400	300	\$ 6,000
Transcript (online)	\$ 15	\$ 20	\$ 5	\$ 52,980	\$ 20,575	4,115	\$ 73,555
Degree Verification Fee	\$ -	\$ 10	\$ 10	\$ -	\$ 8,650	865	\$ 8,650
Thesis Binding Fee (formerly Electronic Thesis Fee)	\$ 198	\$ 198	\$ -	\$ 990	\$ -	5	\$ 990
Graduation Application Fee	\$ 168	\$ 170	\$ 2	\$ 58,800	\$ 700	350	\$ 59,500
Graduation (Graduate ) Application Fee	\$ 168	\$ 170	\$ 2	\$ 12,600	\$ 150	75	\$ 12,750
Reinstatement Fee	\$ 30	\$ 50	\$ 20	\$ 2,400	\$ 1,600	80	\$ 4,000
Campus Fee - Non-WVSU Only	\$ 325	\$ 325	\$ -	\$ 2,600	\$ -	8	\$ 2,600
ID Card Replacement	\$ 24	\$ 40	\$ 16	\$ 1,200	\$ 800	50	\$ 2,000
Orientation Fee	\$ 150	\$ 150	\$ -	\$ 97,500	\$ -	650	\$ 97,500
Parking - Full Year WVSU Faculty and Staff	\$ 110	\$ 110	\$ -	\$ 26,620	\$ -	242	\$ 26,620
Second Vehicle Full Year WVSU Faculty and Staff	\$ 55	\$ 55	\$ -	\$ 550	\$ -	10	\$ 550
Parking-Monthly WVSU Faculty and Staff	\$ 12	\$ 12	\$ -	\$ -	\$ -	0	\$ -
Parking-Adjunct per course per semester	\$ 12	\$ 12	\$ -	\$ 24	\$ -	2	\$ 24
Parking Replacement	\$ 17	\$ 17	\$ -	\$ 850	\$ -	50	\$ 850
Parking - Special Event Daily Fee	\$ 2	\$ 2	\$ -	\$ -	\$ -	0	\$ -
Parking - Special Event Half Day Fee	\$ 1	\$ 1	\$ -	\$ -	\$ -	0	\$ -
Placement Testing Fee	\$ 31	\$ 35	\$ 4	\$ 1,750	\$ 120	30	\$ 1,870
Proctor Testing Fee	\$ 46	\$ 50	\$ 4	\$ 2,500	\$ 20	5	\$ 2,520
Regents' BA Degree Evaluation	\$ 300	\$ 300	\$ -	\$ 12,000	\$ -	40	\$ 12,000
Regents' BA Degree Posting Fee (per credit hour)	\$ 10	\$ 10	\$ -	\$ 6,100	\$ -	610	\$ 6,100
Residence Hall Breakage/Reservation Fee *non-refundable	\$ 200	\$ 200	\$ -	\$ 10,000	\$ -	135	\$ 10,000
Returned Check Fee	\$ 25	\$ 35	\$ 10	\$ 50	\$ 20	2	\$ 70
Reissued Check Fee	\$ -	\$ 35	\$ 35	\$ -	\$ 1,750	50	\$ 1,750
<b>WV School of Osteopathic Medicine:</b>							
Advance Tuition Deposit (Non Resident)	\$ 3,000	\$ 3,000	\$ -	\$ -	\$ -		\$ -
Advance Tuition Deposit (Resident)	\$ 1,000	\$ 1,000	\$ -	\$ -	\$ -		\$ -
Diploma replacement	\$ 30	\$ 30	\$ -	\$ -	\$ -		\$ -
Graduation Fee	\$ 50	\$ 50	\$ -	\$ -	\$ -		\$ -
Late Registration Fee / per semester	\$ 30	\$ 30	\$ -	\$ -	\$ -		\$ -
Non Resident Application Fee	\$ 80	\$ 80	\$ -	\$ -	\$ -		\$ -
Resident Application Fee	\$ 40	\$ 40	\$ -	\$ -	\$ -		\$ -
Transcript Fee (After First)	\$ 6	\$ 6	\$ -	\$ -	\$ -		\$ -
Instructional Tech. Fee (1st Year Students)	\$ 200	\$ 200	\$ -	\$ -	\$ -		\$ -

**West Virginia Higher Education Policy Commission**  
**Academic Year 2023-24**  
**Special Fees and Charges (Changes Only)**

II. Special Fees and Charges	Semester/ Occurrence 2022-23	Semester/ Occurrence 2023-24	Increase (Decrease)	Estimated Revenue 2023-24	Revenue Increase 2023-24	Number of Students 2023-24	Estimated Revenue 2023-24
<b>Bluefield State University:</b>							
Health Science Programmatic Fee:							
(A. S. N.)	\$ 630	\$ 648	\$ 18	\$ 211,050	\$ (36,050)	270	\$ 175,000
(A. S. R. T. - Summer I & II, Fall, Spring)	\$ 315	\$ 324	\$ 9	\$ 28,350	\$ (3,350)	77	\$ 25,000
LPN to RN Program Annual Fee (Bluefield & Beckley Campus)	\$ 630	\$ 648	\$ 18	\$ 23,625	\$ (8,625)	23	\$ 15,000
Business Programmatic	\$ 210	\$ 216	\$ 6	\$ 48,300	\$ 11,700	278	\$ 60,000
BS Education Programmatic Fee	\$ 210	\$ 216	\$ 6	\$ 8,400	\$ (5,400)	14	\$ 3,000
Diploma Replacement	\$ -	\$ 25	\$ 25		\$ -	100	\$ 2,500
Credit Card Fee	\$ 0	\$ 0	\$ 0	\$ 10,000	\$ 3,333	500	\$ 150,000
<b>Concord University:</b>							
Transcript Fee	\$ 5.00	\$ 10	\$ 5.00	\$ 27,820	\$ -	2,782	\$ 27,820
Business Major Fee	\$ 50.00	\$ -	\$ (50.00)	Restructured to the University Fee			
Technology Course Fee (per credit hour)	\$ 6.00	\$ -	\$ (6.00)				
Lab Fee	\$ 25.00	\$ -	\$ (25.00)				
Art Lab/Clay Fee (per credit hour)	\$ 100.00	\$ -	\$ (100.00)				
Distance Learning Fee (per credit hour)	\$ 35.00	\$ -	\$ (35.00)				
Tutorial Fee	\$ 125.00	\$ -	\$ (125.00)				
Directed Student Teaching (6hrs)	\$ 50.00	\$ -	\$ (50.00)				
Social Work Field Practicum Fee	\$ 75.00	\$ -	\$ (75.00)				
Athletic Training Special Fee	\$ 100	\$ -	\$ (100)				
University Fee, full-time (part-time prorated)	\$ -	\$ 300	\$ 300	\$ 884,305	\$ 201,695	\$ 1,914	\$ 1,086,000
<b>Fairmont State University</b>							
<i>Program Specific Fees:</i>							
Private Pilot License	\$ 13,656	\$ 14,066	\$ 410	\$ 191,184	\$ 5,736	14	\$ 196,920
Instrument Rating License	\$ 13,824	\$ 14,239	\$ 415	\$ 207,360	\$ 6,221	15	\$ 213,581
Commercial License	\$ 29,621	\$ 30,509	\$ 888	\$ 207,347	\$ 6,220	7	\$ 213,567
Commercial Twin Add-On (per hour)	\$ 350	\$ 375	\$ 25				\$ -
<i>Special Fees:</i>							
Architecture Course Fee (per credit hour)	\$ 18	\$ 20	\$ 2	\$ 21,780	\$ 2,420	605	\$ 24,200
Art - E Foundations Materials Fee (per credit hour)	\$ 50	\$ 65	\$ 15	\$ 5,050	\$ 1,530	51	\$ 6,580
Art - Pottery Materials Fee (per credit hour)	\$ 40	\$ 50	\$ 10	\$ 10,500	\$ 2,620	131	\$ 13,120
Art - Painting/Drawing Materials Fee (per credit hour)	\$ 25	\$ 35	\$ 10	\$ 12,350	\$ 4,940	247	\$ 17,290
Course Fee (per credit hour) (previously known as Technology Fee)	\$ 18	\$ 20	\$ 2	\$ 648,142	\$ 72,016	1,500	\$ 720,158
Digital Resource Fee (per semester)	\$ 300	\$ 350	\$ 50	\$ -	\$ 54,000	3,000	\$ 54,000
New Student Fee	\$ 150	\$ 180	\$ 30	\$ 140,000	\$ 28,000	933	\$ 168,000
Nursing Testing Fee (per semester)	\$ 180	\$ 825	\$ 645	\$ 90,000	\$ 161,250	250	\$ 251,250
NCLEX Testing Review Fee (once per program)	\$ 375	\$ -	\$ (375)	\$ (20,000)	\$ -	0	\$ (20,000)
Supplemental Math Course Fee	\$ 75	\$ 85	\$ 10	\$ 6,600	\$ 880	44	\$ 7,480
SCIE Course Fee	\$ 75	\$ 85	\$ 10	\$ 30,325	\$ 4,040	202	\$ 34,365
<b>Glenville State University</b>							
Baccalaureate Degree in Criminal Justice - Correction Officers (per credit hour)	\$ 179	\$ -	\$ (179)				\$ -
Book Fee - Full-time (12-18 hours)	\$ 360	\$ 390	\$ 30				\$ -
Book Fee - Per Credit Hour Below 12 or above 18	\$ 24	\$ 26	\$ 2				\$ -
Dining Flex Dollars Fee - For commuters only	\$ 50	\$ 75	\$ 25				\$ -
Diploma Replacement Fee	\$ 25	\$ 35	\$ 10				\$ -
Fees - Commuters	\$ 388	\$ 403	\$ 15				\$ -
Fees - Commuters - Part-time	\$ 255	\$ 265	\$ 10				\$ -
Fees - Residence Hall Students	\$ 510	\$ 530	\$ 20				\$ -
Fees - On-line Only Program Students not Living on Campus	\$ 209	\$ 217	\$ 8				\$ -
Graduation Fee (exclusive of cap and gown)	\$ 80	\$ 85	\$ 5				\$ -
Late Graduation Fee	\$ 100	\$ 105	\$ 5				\$ -
Music Instrument Maintenance Fee	\$ 50	\$ 53	\$ 3				\$ -
Nursing Program Fee (per semester)	\$ 50	\$ -	\$ (50)				\$ -
Prior Learning Portfolio Assessment	\$ 300	\$ 312	\$ 12				\$ -
Regent's BA Degree Evaluation	\$ 300	\$ 312	\$ 12				\$ -
Replacement ID Card	\$ 10	\$ 20	\$ 10				\$ -
Replacement - Room Key (Pioneer Village)	\$ 75	\$ 55	\$ (20)				\$ -
Replacement - Room Key Cylinder	\$ 75	\$ 80	\$ 5				\$ -
Replacement Room Access Card (Goodwin)	\$ 20	\$ 25	\$ 5				\$ -
Late Registration Fee	\$ 100	\$ 106	\$ 6				\$ -
<b>Marshall University</b>							
<i>Course Fees:</i>							

COEPD - EdD/EdS Advanced Program Course Fees - per credit hour	\$ -	\$ 50	\$ 50				\$ -
Special Program Fees (in lieu of regular tuition)							
High School E-Course Fee - per Credit Hour	\$ 75	\$ 25	\$ (50)				\$ -
High School Dual Enrollment - Resident - Marshall Campus - per credit hour	\$ 145	\$ 25	\$ (120)				\$ -
Undergraduate Distance Programs (Specifically identified) - per semester Full-time	\$ 3,380	\$ -	\$ (3,380)				\$ -
Graduate Distance Programs (Specifically identified) - per semester Full-time	\$ 3,555	\$ -	\$ (3,555)				\$ -
Undergraduate Distance Program and Delivery (Specifically identified) - per semester Full-time	\$ -	\$ 4,411	\$ 4,411				\$ -
Graduate Distance Program and Delivery (Specifically identified) - per semester Full-time	\$ -	\$ 4,580	\$ 4,580				\$ -
Business DBA Program - per Credit Hour	\$ 850	\$ 950	\$ 100				\$ -
Residence Services Fees:							
Transfer Buyout	\$ -	\$ 1,000	\$ 1,000				\$ -
Unauthorized Single Occupancy (per night)	\$ -	\$ 75	\$ 75				\$ -
Holderby Storage Rate	\$ 40	\$ 60	\$ 20				\$ -
Holderby A/C Rental	\$ -	\$ 75	\$ 75				\$ -
Improper Check-out Fee - Dorm	\$ 50	\$ 75	\$ 25				\$ -
<b>Shepherd University:</b>							
Applied Music Fee (per credit hour)	\$ 306	\$ 336	\$ 30				\$ -
Art Fee 240, 250, 340, 350	\$ 95	\$ 105	\$ 10				\$ -
Art Studio Fee	\$ 50	\$ 55	\$ 5				\$ -
Bowling Course Fee	\$ 45	\$ 50	\$ 5				\$ -
Business Course Fee (411)	\$ 50	\$ 55	\$ 5				\$ -
CIS-CPE Lab	\$ 50	\$ 55	\$ 5				\$ -
Communication Course Fee	\$ 50	\$ 55	\$ 5				\$ -
Continuing Education Fee (per credit hour)	\$ 59	\$ 66	\$ 7				\$ -
CSDA Course Fee (501)	\$ 25	\$ 29	\$ 4				\$ -
Education Major Fee	\$ 120	\$ 135	\$ 15				\$ -
English Course Fee (101S)	\$ 30	\$ 35	\$ 5				\$ -
English Course Fee (215)	\$ -	\$ 50	\$ 50				\$ -
FYEX Course fee	\$ 10	\$ 12	\$ 2				\$ -
Gender and Women's Studies Course Fee (201, 350)	\$ -	\$ 50	\$ 50				\$ -
Health, Physical Education, Recreation & Sports Fee	\$ 40	\$ 45	\$ 5				\$ -
History Course Fee (304 only)	\$ 75	\$ 85	\$ 10				\$ -
History Course Fee (427 only)	\$ 50	\$ 55	\$ 5				\$ -
Language Fee	\$ 35	\$ 40	\$ 5				\$ -
Math Course Fee (107A, 107B, 109A)	\$ 30	\$ 35	\$ 5				\$ -
Math Course Fee (489 Only)	\$ 45	\$ 50	\$ 5				\$ -
MBA Fee	\$ 35	\$ 40	\$ 5				\$ -
Music Lab Fee	\$ 30	\$ -	\$ (30)				\$ -
Music Major Fee	\$ 70	\$ 125	\$ 55				\$ -
Music Course Fee (230 only)	\$ 222	\$ 245	\$ 23				\$ -
Music Course Fee (231 only)	\$ 192	\$ 212	\$ 20				\$ -
Music Course Fee (232 only)	\$ 189	\$ 208	\$ 19				\$ -
Music Course Fee (233 only)	\$ 168	\$ 185	\$ 17				\$ -
Music Course Fee (239 only)	\$ 99	\$ 109	\$ 10				\$ -
Nutrition Program (ACEND Accred.)	\$ 13	\$ 15	\$ 3				\$ -
Nutrition Course Fee (202)	\$ 45	\$ 50	\$ 5				\$ -
Nutrition Course Fee (328, 329)	\$ 35	\$ 40	\$ 5				\$ -
Nutrition Course Fee (420, 430)	\$ 25	\$ 30	\$ 5				\$ -
Photography Course Fee (480, 495)	\$ 75	\$ 85	\$ 10				\$ -
Political Science Course Fee	\$ 80	\$ 85	\$ 5				\$ -
Recreation Major Program Fee	\$ 40	\$ 45	\$ 5				\$ -
Recreation Course Fee (211)/Leadership in Recr/Sport	\$ 68	\$ 75	\$ 7				\$ -
Science Lab Fee	\$ 70	\$ 80	\$ 10				\$ -
Social Work fee (311 only)	\$ 45	\$ 50	\$ 5				\$ -
Tech Fee (per credit hour)	\$ -	\$ 15	\$ 15				\$ -
Theater Fee	\$ 50	\$ 55	\$ 5				\$ -
<b>West Liberty University</b>							
Undergraduate College/Program Fees							
Athletic Training, Ex Phys, Music	\$ 300	\$ 325	\$ 25	\$ 55,102	\$ 3,925	157	\$ 59,027
College of Business, Broadcasting, GD, DMD	\$ 200	\$ 325	\$ 125	\$ 318,708	\$ 52,875	423	\$ 371,583
College of Education	\$ 250	\$ 325	\$ 75	\$ 69,886	\$ 12,150	162	\$ 82,036
Book Fee (Barnes & Noble First Day Complete)	\$ -	\$24/credit hr	\$24/credit hr	\$ -	\$ -	101	\$ -
Dental Hygiene Instrument Kit Clinic I	\$ 1,370	\$ 1,446	\$ 76	\$ 48,630	\$ 2,280	30	\$ 50,910
Dental Hygiene Instrument Kit Clinic II	\$ 1,200	\$ 1,355	\$ 155	\$ 41,010	\$ 4,650	30	\$ 45,660
Dental Hygiene X-Ray XCP Instruments	\$ 225	\$ 265	\$ 40	\$ 8,100	\$ 1,200	30	\$ 9,300
MS SLP Clinical Software Fee	\$ -	\$ 350	\$ 350	\$ 5,851	\$ 3,850	11	\$ 9,701
MS SLP Commitment Fee (non-refundable)	\$ -	\$ 250	\$ 250	\$ 5,002	\$ 3,000	12	\$ 8,002
Parking (Employee per year)	\$ 50	\$ -	\$ (50)	\$ 15,000	\$ -	0	\$ -

Parking Permit (student per year)	\$ 40	\$ 45	\$ 5	\$ 152,475	\$ 9,500	1,900	\$ 161,975
Undergraduate Enrollment Deposit (non-refundable)	\$ -	\$ 50	\$ 50	\$ 27,141	\$ 17,050	341	\$ 44,191
WLU Connect Fee	\$ 25	\$ -	\$ (25)	\$ 65,875	\$ -	0	\$ -
<b>West Virginia State University:</b>							
<i>Program Fees:</i>							
College of Natural Science & Mathematics Program Fee - Undergraduate	\$ -	\$ 200	\$ 200	\$ -	\$ 156,600	783	\$ 156,600
College of Professional Studies - Undergraduate	\$ -	\$ 200	\$ 200	\$ -	\$ 156,600	783	\$ 156,600
College of Arts and Humanities - Undergraduate	\$ -	\$ 200	\$ 200	\$ -	\$ 156,600	783	\$ 156,600
College of Business and Social Sciences - Undergraduate	\$ -	\$ 200	\$ 200	\$ -	\$ 156,600	783	\$ 156,600
College of Natural Science & Mathematics Program Fee - Graduate	\$ -	\$ 150	\$ 150	\$ -	\$ 8,850	59	\$ 8,850
College of Professional Studies - Graduate	\$ -	\$ 150	\$ 150	\$ -	\$ 8,850	59	\$ 8,850
College of Arts and Humanities - Graduate	\$ -	\$ 150	\$ 150	\$ -	\$ 8,850	59	\$ 8,850
College of Business and Social Sciences - Graduate	\$ -	\$ 150	\$ 150	\$ -	\$ 8,850	59	\$ 8,850
<i>Course Fees:</i>							
Applied Music Fee	\$ 46	\$ 150	\$ 104	\$ 4,600	\$ 10,400	100	\$ 15,000
Applied Music Fee (Non-music majors only )	\$ 154	\$ 225	\$ 71	\$ 4,620	\$ 2,130	30	\$ 6,750
Art Fee	\$ 53	\$ 100	\$ 47	\$ 21,200	\$ 18,800	400	\$ 40,000
Science Lab Fee	\$ 61	\$ 70	\$ 9	\$ 85,400	\$ 12,600	1,400	\$ 98,000
Engineering Science Lab Fee	\$ -	\$ 90	\$ 90	\$ -	\$ 2,250	25	\$ 2,250
Nursing ATI Fee	\$ -	\$ 600	\$ 600	\$ -	\$ 30,000	50	\$ 30,000
Information Literacy Fee	\$ 105	\$ 120	\$ 15	\$ 320,355	\$ 45,765	3,051	\$ 366,120
<i>Other Fees:</i>			\$ -				\$ -
Diploma Replacement	\$ 39	\$ 50	\$ 11	\$ 585	\$ 165	15	\$ 750
Transcript (after first)	\$ 12	\$ 20	\$ 8	\$ 3,600	\$ 2,400	300	\$ 6,000
Transcript (online)	\$ 15	\$ 20	\$ 5	\$ 52,980	\$ 20,575	4,115	\$ 73,555
Degree Verification Fee	\$ -	\$ 10	\$ 10	\$ -	\$ 8,650	865	\$ 8,650
Graduation Application Fee	\$ 168	\$ 170	\$ 2	\$ 58,800	\$ 700	350	\$ 59,500
Graduation (Graduate ) Application Fee	\$ 168	\$ 170	\$ 2	\$ 12,600	\$ 150	75	\$ 12,750
Reinstatement Fee	\$ 30	\$ 50	\$ 20	\$ 2,400	\$ 1,600	80	\$ 4,000
ID Card Replacement	\$ 24	\$ 40	\$ 16	\$ 1,200	\$ 800	50	\$ 2,000
Placement Testing Fee	\$ 31	\$ 35	\$ 4	\$ 1,750	\$ 120	30	\$ 1,870
Proctor Testing Fee	\$ 46	\$ 50	\$ 4	\$ 2,500	\$ 20	5	\$ 2,520
Returned Check Fee	\$ 25	\$ 35	\$ 10	\$ 50	\$ 20	2	\$ 70
Reissued Check Fee	\$ -	\$ 35	\$ 35	\$ -	\$ 1,750	50	\$ 1,750
<b>WV School of Osteopathic Medicine:</b>							

**West Virginia Higher Education Policy Commission  
Meeting of June 16, 2023**

**ITEM:** Approval of Institution Capital Assessments for Fiscal Year 2024

**INSTITUTIONS:** All

**RECOMMENDED RESOLUTION:** *Resolved*, That the West Virginia Higher Education Policy Commission approves the institution capital assessments for Fiscal Year 2024 as shown in Table 2.

**STAFF MEMBER:** Misty Price

**BACKGROUND:**

The Commission pays system-wide debt service payments on behalf of the four-year and two-year institutions to the trustees, the Municipal Bond Commission and The Bank of New York Mellon. Approval of the Fiscal Year (FY) 2024 allocations are requested.

Table 1 shows the total amount of debt service payments due in FY 2024. Of the \$33,742,294 required for this year, \$12,547,525 must be allocated to institutions and paid from student fees; \$19,856,484 will be paid from Lottery revenue appropriated to the Commission; and \$1,338,285 will be paid from the federal government as a subsidy from the 2010 Build America Bonds. Beginning in FY 2014, this subsidy was reduced by the federal government annually by about \$99,000 on average. Because this annual reduction is expected to continue, the 2017 refunding reduced the debt service requirement from Lottery revenues to ensure sufficient funds are available to pay the annual debt service.

Staff requests approval to allocate to the institutions the student fee portion of the FY 2024 debt service, \$12,547,525, as well as the facilities planning and administration assessment of \$467,154, as shown in Table 2. The facilities assessment is allocated by the percentage of institutional square feet.

Staff will move the funds from the institutions' accounts on September 1 and March 1 to make the debt service payments to the trustees. Institutions are restricted from using their Education and General Capital Fees until adequate funds have been collected for debt service payments in any given fiscal year.



Table 1

**West Virginia Higher Education Policy Commission  
West Virginia Council for Community & Technical College Education  
FY 2024 Capital Debt Payment Summary**

	FY 2024 PAYMENTS			Principal Outstanding
	Principal	Interest	Total	
<b>Higher Education Policy Commission System Bonds</b>				
Series 1998 A	2,955,000	861,525	<b>\$3,816,525</b>	<b>\$13,455,000</b>
Series 2000 A	1,583,176	5,216,824	<b>\$6,800,000</b>	<b>\$8,677,548</b>
Series 2017 HEPC	<u>1,645,000</u>	<u>286,000</u>	<b><u>\$1,931,000</u></b>	<b><u>\$4,075,000</u></b>
<b>Total University System Bonds</b>	<b>\$6,183,176</b>	<b>\$6,364,349</b>	<b>\$12,547,525</b>	<b>\$26,207,548</b>
<b>Excess Lottery Revenue Bonds:</b>				
Series 2010 A and B	0	3,823,673	<b>\$3,823,673</b>	<b>\$50,265,000</b>
Series 2012 AB	<u>6,160,000</u>	<u>3,835,346</u>	<b><u>\$9,995,346</u></b>	<b><u>\$80,140,000</u></b>
Series 2017 CTC	<u>2,290,000</u>	<u>2,707,000</u>	<b><u>\$4,997,000</u></b>	<b><u>\$51,850,000</u></b>
Series 2017 HEPC	<u>2,055,000</u>	<u>323,750</u>	<b><u>\$2,378,750</u></b>	<b><u>\$4,420,000</u></b>
<b>Total Excess Lottery Revenue Bonds</b>	<b>\$10,505,000</b>	<b>\$10,689,769</b>	<b>\$21,194,769</b>	<b>\$186,675,000</b>
<b>Total FY 2024 Debt Service Payments</b>	<b><u>\$16,688,176</u></b>	<b><u>\$17,054,118</u></b>	<b><u>\$33,742,294</u></b>	<b><u>\$212,882,548</u></b>
 Fund 4903-2018	 14,398,176	 14,347,118	 28,745,294	 161,032,548
Fund 4908-2018	2,290,000	2,707,000	4,997,000	51,850,000
	<b><u>\$16,688,176</u></b>	<b><u>\$17,054,118</u></b>	<b><u>\$33,742,294</u></b>	<b><u>\$212,882,548</u></b>

Table 2

**West Virginia Higher Education Policy Commission  
West Virginia Council for Community & Technical College Education  
FY 2024 Institutional Assessments to Cover System Bond Debt**

<b>Formula based System Bonds Debt Schedule</b>								
<b>Institution</b>	<b>Principal</b>	<b>Interest</b>	<b>Facilities Fee</b>	<b>Square Feet</b>	<b>Percent</b>	<b>Total</b>	<b>1st Half Assessment</b>	<b>2nd Half Assessment</b>
Blue Ridge Community and Technical College	\$0	\$0	\$2,294	146,158	0.49%	<b>\$2,294</b>	\$1,147	\$1,147
Bluefield State College	0	0	10,613	676,310	2.27%	<b>10,613</b>	5,306	5,307
BridgeValley Community and Technical College	0	0	7,118	453,593	1.52%	<b>7,118</b>	3,559	3,559
Concord University	0	0	13,570	864,779	2.90%	<b>13,570</b>	6,785	6,785
Eastern West Virginia Community and Technical College	0	0	863	54,989	0.18%	<b>863</b>	431	432
Fairmont State University	0	0	21,500	1,370,135	4.60%	<b>21,500</b>	10,750	10,750
Glennville State College	72,900	12,674	12,567	800,828	2.69%	<b>98,141</b>	49,070	49,071
Marshall University	1,101,427	191,493	93,219	5,940,533	19.95%	<b>1,386,139</b>	693,069	693,070
Mountwest Community and Technical College	65,111	11,320	2,917	185,903	0.62%	<b>79,348</b>	39,674	39,674
New River Community and Technical College	0	0	4,951	315,501	1.06%	<b>4,951</b>	2,475	2,476
Pierpont Community and Technical College	228,129	39,663	2,739	174,554	0.59%	<b>270,531</b>	135,266	135,265
Shepherd University	0	0	16,621	1,059,224	3.56%	<b>16,621</b>	8,311	8,310
Southern West Virginia Community and Technical College	0	0	4,866	310,084	1.04%	<b>4,866</b>	2,433	2,433
West Liberty University	177,434	30,849	17,513	1,116,069	3.75%	<b>225,796</b>	112,898	112,898
West Virginia Northern Community College	0	0	4,714	300,425	1.01%	<b>4,714</b>	2,357	2,357
West Virginia School of Osteopathic Medicine	0	0	7,326	466,843	1.57%	<b>7,326</b>	3,663	3,663
West Virginia State University	0	0	15,756	1,004,098	3.37%	<b>15,756</b>	7,878	7,878
West Virginia University	4,538,176	6,078,349	222,534	14,181,407	47.64%	<b>10,839,059</b>	5,419,529	5,419,530
WVU Parkersburg	0	0	5,474	348,871	1.17%	<b>5,474</b>	2,737	2,737
<b>Total System Bonds</b>	<b>\$6,183,177</b>	<b>\$6,364,348</b>	<b>\$467,154</b>	<b>29,770,304</b>	<b>100.00%</b>	<b>\$13,014,679</b>	<b>\$6,507,338</b>	<b>\$6,507,341</b>

**West Virginia Higher Education Policy Commission  
Meeting of June 16, 2023**

**ITEM:** Review of Institutional Operating and Capital Budgets and the Approval of Institutional Capital Budgets

**INSTITUTIONS:** All

**RECOMMENDED RESOLUTION:** *Resolved*, That the West Virginia Higher Education Policy Commission approves the Fiscal Year 2024 institutional capital budgets.

**STAFF MEMBER:** Misty Price

**BACKGROUND:**

W. Va. Code §18B-1B-4 requires the Commission to review institutional operating budgets and review and approve capital budgets for all governing boards under its jurisdiction, except the governing boards of statutorily and administratively exempt institutions. For the governing boards of exempt institutions, the Commission may review and comment upon the institutional operating budgets and capital budgets. The Commission's comments, if any, must be made part of the governing board's minute record.

The operating and capital budgets were submitted on forms prescribed by Commission staff. Together, the operating and capital budgets reflect all planned revenues and expenditures for Fiscal Year (FY) 2024. The historical operating data as well as operating and capital budget data for FY 2023 are provided for comparison purposes. To provide a complete description of planned expenditures, debt principal payments are included in the capital budget.

The format for the Budget Analysis is similar to the format used to prepare institutional financial statements. The Income Before Other Revenues, Expenses, Gains or Losses reflects institutional income before capital grants, gifts and bond proceeds from the Commission. Capital grants, gifts and bond proceeds tend to be one-time non-recurring sources of revenue and are not reflective of trends. The effect of the OPEB liability and expense is also reflected in the budget.

The Capital Budget displays the funding sources and uses for institutional capital projects and other capital expenditures as well as debt financing. The capital projects are categorized by investment criteria. The definitions for these categories are provided below.

The Budget Analysis includes federal and state grants and contracts. The actual revenues received may vary considerably from budgeted amounts because grant award processes

are very competitive. Actual capital expenditures may also vary significantly from budgets because projects may be delayed for a variety of reasons. In addition unanticipated building repairs may be required during a fiscal year.

Higher Education Policy Commission  
Community and Technical College System  
Capital Budget Definitions

Investment Criteria

“Asset Preservation” means projects that preserve or enhance the integrity of building systems or building structure, or campus infrastructure.

“Economic Operations” means projects that result in a reduction of annual operating costs or capital savings.

“Equipment” means movable capitalized equipment

“Misc. Repairs and Alterations” means repair and alteration projects for less than \$100,000 for institutions with fewer than 10,000 students and \$1 million for institutions with more than 10,000 FTE

“New Construction” means new facilities and/or additions adding new square feet and new infrastructure

“Program Improvement” means projects that improve the functionality of space, primarily driven by academic, student life and athletic programs or departments. These projects are also issues of campus image and impact.

“Reliability” means issues of imminent failure or compromise to the system that may result in interruption to program or use of space.

“Safety/Code” means code compliance issues and institutional safety priorities or items that are not in conformance with current codes, even though the system is “grandfathered” and exempt from current code.

**Higher Education Policy Commission**  
**West Virginia Higher Education Policy Commission**  
**Bluefield State University**  
**Operating Budget**  
**(Dollars in Thousands)**  
**FY 2024**

	FY 2023 YTD Actual	FY 2023 Budget	FY 2024 Budget
<b>OPERATING REVENUES</b>			
Tuition and Fees	\$10,601	\$13,670	\$10,000
Grants and Contracts	7,869	13,397	6,730
Auxiliary Enterprises	6,693	5,310	3,390
Service Agreement Revenues	0	0	0
Other Operating Revenues	9	22	0
<b>TOTAL OPERATING REVENUES</b>	<b><u>25,172</u></b>	<b><u>32,399</u></b>	<b><u>20,120</u></b>
<b>OPERATING EXPENSES</b>			
Salaries and Wages	10,475	14,257	14,894
Benefits	2,424	3,491	4,152
Utilities	1,534	1,576	1,894
Supplies and Other Services	9,007	11,475	6,776
Scholarships and Fellowships	3,965	1,824	1,824
Other Operating Expenses	3,669	4,278	3,890
Cost of Services provided to other institutions	0	0	0
Depreciation Expense	1,600	1,804	1,900
<b>TOTAL OPERATING EXPENSES</b>	<b><u>32,674</u></b>	<b><u>38,705</u></b>	<b><u>35,330</u></b>
<b>NONOPERATING REVENUES AND EXPENSES</b>			
State Appropriations	4,938	6,689	6,649
Federal Pell Grants	2,548	3,000	2,750
Gifts	0	0	0
Interest on capital asset related debt	0	0	0
Assessments by the Commission for Systems Debt	0	0	0
Other Nonoperating revenues	121	6	0
<b>TOTAL NONOPERATING REVENUES AND EXPENSES</b>	<b><u>7,607</u></b>	<b><u>9,695</u></b>	<b><u>9,399</u></b>
<b>Income Before Other Revenues, Expenses, Gains or Losses</b>	<b><u>105</u></b>	<b><u>3,389</u></b>	<b><u>(5,811)</u></b>
<b>Capital Revenues</b>		0	
<b>Increase Decrease in Net Position</b>	<b><u>\$105</u></b>	<b><u>\$3,389</u></b>	<b><u>(\$5,811)</u></b>
<b>Impact of OPEB on income before other Revenues, Expenses, Gains or Losses</b>	<b><u>0</u></b>	<b><u>0</u></b>	<b><u>0</u></b>
<b>Income before other Revenues, Expenses, Gains or Losses without OPEB</b>	<b><u>\$105</u></b>	<b><u>\$3,389</u></b>	<b><u>(\$5,811)</u></b>
<b>Beginning Net Position excluding OPEB</b>	<b>39,924</b>	<b>39,781</b>	<b>40,029</b>
<b>Ending Net Position excluding OPEB</b>	<b>40,029</b>	<b>43,170</b>	<b>34,218</b>
<b>NONEXPENDABLE NET POSITION</b>			
<b>Beginning Nonexpendable Net Position</b>	<b>\$578</b>	<b>\$578</b>	<b>\$578</b>
<b>Ending Nonexpendable Net Position</b>	<b>\$578</b>	<b>\$578</b>	<b>\$578</b>

**Higher Education Policy Commission**  
**West Virginia Higher Education Policy Commission**  
**Capital Budget**  
**Bluefield State University**

Description	Budget FY 2023	Budget FY 2024
<b>Projects with Established Timelines and Funding</b>		
<b>Funding Sources:</b>		
Cash Balances	\$ 31,000	\$ 2,000,000
Federal Grants	500,000	300,000
State Support	2,000,000	
Current Revenue/Savings	650,000	1,100,000
<b>Total Funding Sources</b>	<b>3,181,000</b>	<b>3,400,000</b>
<b>Uses by Project Category:</b>		
Safety/Code	500,000	500,000
Program Improvement	2,650,000	2,750,000
<b>Total Uses</b>	<b>3,150,000</b>	<b>3,250,000</b>
<b>Debt Financing</b>		
<b>Total Debt Financing Costs</b>	-	-
<b>Balances</b>		
Beginning Investment in Plant	37,928,000	39,274,000
Beginning Long Term Plant Debt	-	-
Beginning Net Investment In Plant	37,928,000	39,274,000
Total Additions to Plant Facilities	3,150,000	3,250,000
Depreciation	1,804,000	1,900,000
Net Change in Long Term Debt	-	-
Ending Net Investment in Plant	39,274,000	40,624,000

**Higher Education Policy Commission  
West Virginia Higher Education Policy Commission  
Cash Balances  
Bluefield State University**

	<b>April 30, 2022</b>	<b>June 30, 2022</b>	<b>April 30, 2023</b>	<b>Projected June 30,2023</b>
<b>Cash Balance - Current Assets</b>	<b>\$4,908,455</b>	<b>\$2,240,587</b>	<b>\$4,439,000</b>	<b>\$2,439,000</b>
<b>Annual Operating Expense Budget (1)</b>	<b>\$25,070,000</b>	<b>\$29,229,000</b>	<b>\$30,553,561</b>	<b>\$38,407,081</b>
<b>Number of Days cash on hand</b>	<b>71</b>	<b>28</b>	<b>53</b>	<b>23</b>

(1) Excludes any OPEB Expense, GASB 68 Related Pension Expense, and Depreciation Expense

**Higher Education Policy Commission**  
**West Virginia Higher Education Policy Commission**  
**Concord University**  
**Operating Budget**  
**(Dollars in Thousands)**  
**FY 2024**

	FY 2023 YTD Actual	FY 2023 Budget	FY 2024 Budget
<b>OPERATING REVENUES</b>			
Tuition and Fees	6,906	8,207	8,561
Grants and Contracts	6,721	15,784	15,517
Auxiliary Enterprises	7,026	8,744	8,973
Service Agreement Revenues	-	174	-
Other Operating Revenues	543	589	849
<b>TOTAL OPERATING REVENUES</b>	<b>21,196</b>	<b>33,497</b>	<b>33,900</b>
		174	218
<b>OPERATING EXPENSES</b>			
Salaries and Wages	13,700	19,794	19,878
Benefits	3,079	4,779	4,989
Utilities	1,145	1,480	1,381
Supplies and Other Services	9,716	17,546	14,504
Scholarships and Fellowships	3,451	3,329	4,332
Other Operating Expenses	-	175	175
Cost of Services provided to other institutions	-	-	-
Depreciation Expense	1,792	2,867	2,867
<b>TOTAL OPERATING EXPENSES</b>	<b>32,883</b>	<b>49,970</b>	<b>48,125</b>
<b>NONOPERATING REVENUES AND EXPENSES</b>			
State Appropriations	7,802	10,837	11,169
Federal Pell Grants	3,624	3,494	3,635
Cares Act Funding	1,468	1,988	-
Investment Income	143	140	20
Lost Revenue - Cares Act	1,584	1,953	-
Gifts	-	-	-
Interest on capital asset related debt	(482)	(610)	(565)
Assessments by the Commission for Systems Debt	(7)	(14)	(13)
Other Nonoperating revenues	(5)	(16)	(16)
<b>TOTAL NONOPERATING REVENUES AND EXPENSES</b>	<b>14,128</b>	<b>17,772</b>	<b>14,229</b>
<b>Income Before Other Revenues, Expenses, Gains and Losses</b>	<b>2,440</b>	<b>1,299</b>	<b>5</b>
<b>Capital Revenues</b>	175	359	-
<b>Increase Decrease in Net Position</b>	<b>2,616</b>	<b>1,658</b>	<b>5</b>
<b>Impact of OPEB on income before other Revenues</b>	<b>-</b>	<b>-</b>	<b>-</b>
<b>Income before other Revenues, Expenses, Gains and Losses</b>	<b>2,440</b>	<b>48,023</b>	<b>48,024</b>
<b>Beginning Net Position excluding OPEB</b>	<b>48,023</b>	<b>48,024</b>	<b>48,024</b>
<b>Ending Net Position excluding OPEB</b>	<b>50,639</b>	<b>49,324</b>	<b>48,029</b>
<b>NONEXPENDABLE NET POSITION</b>			
<b>Beginning Nonexpendable Net Position</b>	<b>2,424,736</b>	<b>2,424,736</b>	<b>2,424,736</b>
<b>Ending Nonexpendable Net Position</b>	<b>2,424,736</b>	<b>2,424,736</b>	<b>2,424,736</b>



**Higher Education Policy Commission**  
**West Virginia Higher Education Policy Commission**  
**Capital Budget**  
**Concord University**

Description	Budget FY 2023	Budget FY 2024
<b>Projects with Established Timelines and Funding</b>		
<b>Funding Sources:</b>		
Cash Balances	\$ 850,000	\$ 644,063
Other Financing HEPC Note Payable	550,000	-
Gifts -Capital	359,680	
Federal Grants	-	1,549,000
Grants State	1,465,000	
Current Revenue/Savings	1,208,365	1,064,063
Rent/Rent Savings	125,000	125,000
<b>Total Funding Sources</b>	<b>4,558,045</b>	<b>3,382,126</b>
<b>Uses by Project Category:</b>		
Reliability	342,618	
Deferred Maintenance		505,000
Repairs		205,000
Program Improvement	1,537,000	1,549,000
Miscellaneous Capital Repairs and Alteratio	248,883	55,000
Equipment	1,537,000	
<b>Total Uses</b>	<b>3,665,501</b>	<b>2,314,000</b>
<b>Debt Financing</b>		
New Bond Debt - HEPC loan payment	-	110,000
Bond Principal Payment	420,000	400,000
Lease Principal Payment	429,815	442,136
<b>Total Debt Financing Costs</b>	<b>849,815</b>	<b>952,136</b>
<b>Balances</b>		
<b>Beginning Investment in Plant</b>	<b>58,885,512</b>	<b>59,683,891</b>
<b>Beginning Long Term Plant Debt</b>	<b>14,650,406</b>	<b>14,350,591</b>
<b>Beginning Net Investment In Plant</b>	<b>43,286,391</b>	<b>45,333,300</b>
<b>Total Additions to Plant Facilities</b>	<b>550,000</b>	<b>2,314,000</b>
<b>Depreciation</b>	<b>2,867,123</b>	<b>2,867,123</b>
<b>Net Change in Long Term Debt</b>	<b>(849,815)</b>	<b>(952,136)</b>
<b>Ending Net Investment in Plant</b>	<b>41,819,084</b>	<b>45,732,313</b>

**Higher Education Policy Commission  
West Virginia Higher Education Policy Commission  
Cash Balances  
Concord University**

	<b>April 30, 2022</b>	<b>June 30, 2022</b>	<b>April 30, 2023</b>	<b>Projected June 30,2023</b>
<b>Cash Balance - Current Assets</b>	<b>\$5,493,044</b>	<b>\$4,622,222</b>	<b>\$5,832,310</b>	<b>\$5,579,532</b>
<b>Annual Operating Expense Budget (1)</b>	<b>\$46,814,969</b>	<b>\$42,302,215</b>	<b>\$49,970,119</b>	<b>\$49,970,119</b>
<b>Number of Days cash on hand</b>	<b>43</b>	<b>40</b>	<b>43</b>	<b>41</b>

(1) Excludes any OPEB Expense, GASB 68 Related Pension Expense, and Depreciation Expense

**Higher Education Policy Commission  
West Virginia Higher Education Policy Commission  
Fairmont State University  
Operating Budget  
(Dollars in Thousands)  
FY 2024**

	<b>FY 2023 YTD Actual</b>	<b>FY 2023 Budget</b>	<b>FY 2024 Budget</b>
<b>OPERATING REVENUES</b>			
Tuition and Fees	26,530	29,198	23,852
Grants and Contracts	23,649	29,479	28,541
Auxiliary Enterprises	5,539	6,337	6,299
Service Agreement Revenues	4,162	4,801	4,801
Other Operating Revenues	640	1,026	753
<b>TOTAL OPERATING REVENUES</b>	<b><u>60,520</u></b>	<b><u>70,841</u></b>	<b><u>64,246</u></b>
<b>OPERATING EXPENSES</b>			
Salaries and Wages	20,834	32,738	28,085
Benefits	4,442	7,292	7,189
Utilities	1,840	2,214	2,212
Supplies and Other Services	10,069	18,938	16,381
Scholarships and Fellowships	28,993	35,963	30,471
Other Operating Expenses	6,229	7,330	6,974
Cost of Services provided to other institutions	-	-	-
Depreciation Expense	-	-	-
<b>TOTAL OPERATING EXPENSES</b>	<b><u>72,406</u></b>	<b><u>104,474</u></b>	<b><u>91,312</u></b>
<b>NONOPERATING REVENUES AND EXPENSES</b>			
State Appropriations	19,273	19,273	19,961
Federal Pell Grants	5,006	6,000	6,000
Federal HEERF Revenues	(11)	5,697	-
Gifts	207	569	383
Interest on capital asset related debt	(78)	-	-
Assessments by the Commission for Systems Debt	(1,594)	(1,146)	(646)
Interagency Contract Payments - Pierpont	1,298	1,298	1,298
Other Nonoperating revenues	650	69	69
<b>TOTAL NONOPERATING REVENUES AND EXPENSES</b>	<b><u>24,751</u></b>	<b><u>31,760</u></b>	<b><u>27,065</u></b>
<b>Income Before Other Revenues, Expenses, Gains or Losses</b>	<b><u>12,865</u></b>	<b><u>(1,873)</u></b>	<b><u>(0)</u></b>
<b>Capital Revenues</b>	-	-	-
<b>Lost Revenues Recovered from HEERF</b>	-	1,245	-
<b>Increase Decrease in Net Position</b>	<b><u>12,865</u></b>	<b><u>(628)</u></b>	<b><u>(0)</u></b>
<b>Impact of OPEB on income before other Revenues, Expenses, Gains or Losses</b>			
<b>Income before other Revenues, Expenses, Gains or Losses without OPEB</b>	<b><u>\$12,865</u></b>	<b><u>(\$628)</u></b>	<b><u>(\$0)</u></b>
<b>Beginning Net Position excluding OPEB</b>			
<b>Ending Net Position excluding OPEB</b>	<b><u>\$12,865</u></b>	<b><u>(\$628)</u></b>	<b><u>(\$0)</u></b>
<b>NONEXPENDABLE NET POSITION</b>			
<b>Beginning Nonexpendable Net Position</b>	<b>\$0</b>	<b>\$0</b>	<b>\$0</b>
<b>Ending Nonexpendable Net Position</b>	<b>\$0</b>	<b>\$0</b>	<b>\$0</b>

**Higher Education Policy Commission**  
**West Virginia Higher Education Policy Commission**  
**Capital Budget**  
**Fairmont State University**

Description	Budget FY 2023	Budget FY 2024
<b>Projects with Established Timelines and Funding</b>		
<b>Funding Sources:</b>		
Cash Balances	\$ 1,805	\$ 2,519
Other Financing - CDS Funding	-	270
<b>Total Funding Sources</b>	<b>1,805</b>	<b>2,789</b>
<b>Uses by Project Category:</b>		
Reliability	1,100	
Safety/Code	225	
Program Improvement	100	2,319
Miscellaneous Capital Repairs and Alterations	330	200
Equipment	50	270
<b>Total Uses</b>	<b>1,805</b>	<b>2,789</b>
<b>Debt Financing</b>		
New Bond Debt	(4,812)	(2,790)
Lease Liability	(94)	
<b>Total Debt Financing Costs</b>	<b>(4,906)</b>	<b>(2,790)</b>
<b>Balances</b>		
Beginning Investment in Plant	132,368	129,093
Beginning Long Term Plant Debt	52,931	48,025
Beginning Net Investment In Plant	79,437	81,068
Total Additions to Plant Facilities	1,325	2,469
Depreciation	4,600	5,000
Net Change in Long Term Debt	(4,906)	(2,790)
Ending Net Investment in Plant	81,068	81,327

**Higher Education Policy Commission  
West Virginia Higher Education Policy Commission  
Cash Balances  
Fairmont State University**

	<b>April 30, 2022</b>	<b>June 30, 2022</b>	<b>April 30, 2023</b>	<b>Projected June 30,2023</b>
<b>Cash Balance - Current Assets</b>	<b>\$49,965</b>	<b>\$48,782</b>	<b>\$57,479</b>	<b>\$56,297</b>
<b>Annual Operating Expense Budget (1)</b>	<b>\$113,649</b>	<b>\$113,649</b>	<b>\$104,474</b>	<b>\$104,474</b>
<b>Number of Days cash on hand</b>	<b>160</b>	<b>157</b>	<b>201</b>	<b>197</b>

(1) Excludes any OPEB Expense, GASB 68 Related Pension Expense, and Depreciation Expense

**Higher Education Policy Commission**  
**West Virginia Higher Education Policy Commission**  
**Glenville State University**  
**Operating Budget**  
**(Dollars in Thousands)**  
**FY 2024**

	<b>FY 2023 YTD Actual</b>	<b>FY 2023 Budget</b>	<b>FY 2024 Budget</b>
<b>OPERATING REVENUES</b>			
Tuition and Fees	\$9,172	\$8,621	\$9,949
Grants and Contracts	2,388	1,082	4,393
Auxiliary Enterprises	7,082	6,944	7,907
Service Agreement Revenues	0	0	0
Other Operating Revenues	3,084	2,533	2,223
<b>TOTAL OPERATING REVENUES</b>	<b><u>21,726</u></b>	<b><u>19,180</u></b>	<b><u>24,472</u></b>
<b>OPERATING EXPENSES</b>			
Salaries and Wages	11,717	11,043	12,173
Benefits	3,143	3,299	3,265
Utilities	1,500	1,450	1,400
Supplies and Other Services	2,951	3,781	3,232
Scholarships and Fellowships	2,341	2,500	2,388
Other Operating Expenses	4,171	2,647	3,877
Cost of Services provided to other institutions	0	0	0
Depreciation Expense	2,726	2,600	2,650
<b>TOTAL OPERATING EXPENSES</b>	<b><u>28,549</u></b>	<b><u>27,320</u></b>	<b><u>28,985</u></b>
<b>NONOPERATING REVENUES AND EXPENSES</b>			
State Appropriations	6,769	6,769	7,072
Federal Pell Grants	3,182	3,400	3,400
Gifts	0	0	0
Interest on capital asset related debt	(1,731)	(1,731)	(1,693)
Assessments by the Commission for Systems Debt	(16)	(98)	(16)
Other Nonoperating revenues	0	0	0
<b>TOTAL NONOPERATING REVENUES AND EXPENSES</b>	<b><u>8,204</u></b>	<b><u>8,340</u></b>	<b><u>8,763</u></b>
<b>Income Before Other Revenues, Expenses, Gains or Losses</b>	<b><u>1,381</u></b>	<b><u>200</u></b>	<b><u>4,250</u></b>
<b>Capital Revenues</b>	0	0	
<b>Increase Decrease in Net Position</b>	<b><u>\$1,381</u></b>	<b><u>\$200</u></b>	<b><u>\$4,250</u></b>
<b>Impact of OPEB on income before other Revenues, Expenses, Gains or Losses</b>	<b><u>0</u></b>	<b><u>0</u></b>	<b><u>0</u></b>
<b>Income before other Revenues, Expenses, Gains or Losses without OPEB</b>	<b><u>\$1,381</u></b>	<b><u>\$200</u></b>	<b><u>\$4,250</u></b>
<b>Beginning Net Position excluding OPEB</b>	0	0	0
<b>Ending Net Position excluding OPEB</b>	1,381	200	4,250
<b>NONEXPENDABLE NET POSITION</b>			
<b>Beginning Nonexpendable Net Position</b>	\$30,845	\$30,845	\$30,845
<b>Ending Nonexpendable Net Position</b>	\$31,045	\$31,045	\$31,045

**Higher Education Policy Commission**  
**West Virginia Higher Education Policy Commission**  
**Capital Budget**  
**Glenville State University**

Description	Budget FY 2023	Budget FY 2024
<b>Projects with Established Timelines and Funding</b>		
<b>Funding Sources:</b>		
Cash Balances	\$ 200,000	\$ 200,000
Other Financing (HEPC Energy Savings Loan)	800,000	175,000
Federal Grants	400,000	750,000
Grants	1,600,000	2,000,000
Rent/Rent Savings	120,000	570,000
<b>Total Funding Sources</b>	<b>3,120,000</b>	<b>3,695,000</b>
<b>Uses by Project Category:</b>		
Reliability	200,000	200,000
Safety/Code	200,000	300,000
Economic Operations	150,000	200,000
Program Improvement	1,600,000	1,300,000
Asset Preservation	670,000	700,000
Miscellaneous Capital Repairs and Alterations	100,000	1,000,000
Equipment	200,000	300,000
<b>Total Uses</b>	<b>3,120,000</b>	<b>4,000,000</b>
<b>Debt Financing</b>		
Bond Principal Payment	(760,000)	(790,000)
Lease Principal Payment	(221,051)	(227,956)
<b>Total Debt Financing Costs</b>	<b>(981,051)</b>	<b>(1,017,956)</b>
<b>Balances</b>		
Beginning Investment in Plant	-	-
Beginning Long Term Plant Debt	-	-
Beginning Net Investment In Plant	-	-
<b>Total Additions to Plant Facilities</b>	<b>3,120,000</b>	<b>4,000,000</b>
<b>Depreciation</b>	<b>2,500,000</b>	<b>2,700,000</b>
<b>Net Change in Long Term Debt</b>	<b>(981,051)</b>	<b>(1,017,956)</b>
<b>Ending Net Investment in Plant</b>	<b>1,601,051</b>	<b>2,317,956</b>

**Higher Education Policy Commission  
West Virginia Higher Education Policy Commission  
Cash Balances  
Glenville State University**

	<b>April 30, 2022</b>	<b>June 30, 2022</b>	<b>April 30, 2023</b>	<b>Projected June 30,2023</b>
<b>Cash Balance - Current Assets</b>	<b>\$4,823,431</b>	<b>\$4,984,294</b>	<b>\$2,975,863</b>	<b>\$2,117,405</b>
<b>Annual Operating Expense Budget (1)</b>	<b>\$27,320,000</b>	<b>\$27,320,000</b>	<b>\$26,993,900</b>	<b>\$26,993,900</b>
<b>Number of Days cash on hand</b>	<b>64</b>	<b>67</b>	<b>40</b>	<b>29</b>

(1) Excludes any OPEB Expense, GASB 68 Related Pension Expense, and Depreciation Expense



**Higher Education Policy Commission**  
**West Virginia Higher Education Policy Commission**  
**Marshall University**  
**Operating Budget**  
**(Dollars in Thousands)**  
**FY 2024**

	FY 2023 YTD Actual	FY 2023 Budget	FY 2024 Budget
<b>OPERATING REVENUES</b>			
Tuition and Fees	\$31,938	\$79,249	\$69,732
Grants and Contracts	56,732	94,122	106,425
Auxiliary Enterprises	17,205	29,934	34,159
Service Agreement Revenues	0	0	0
Other Operating Revenues	4,961	10,987	9,951
<b>TOTAL OPERATING REVENUES</b>	<b><u>110,836</u></b>	<b><u>214,292</u></b>	<b><u>220,267</u></b>
<b>OPERATING EXPENSES</b>			
Salaries and Wages	75,038	151,117	157,723
Benefits	17,882	39,678	37,273
Utilities	4,901	9,490	9,817
Supplies and Other Services	42,884	82,569	91,980
Scholarships and Fellowships	12,284	18,581	21,406
Other Operating Expenses	0	200	0
Cost of Services provided to other institutions	0	0	0
Depreciation Expense	7,399	16,350	16,450
<b>TOTAL OPERATING EXPENSES</b>	<b><u>160,388</u></b>	<b><u>317,985</u></b>	<b><u>334,649</u></b>
<b>NONOPERATING REVENUES AND EXPENSES</b>			
State Appropriations	33,813	70,162	72,198
Federal Pell Grants	7,997	15,613	15,600
Gifts	513	1,165	1,700
Interest on capital asset related debt	(3,180)	(6,280)	(6,465)
Assessments by the Commission for Systems Debt	(166)	(326)	(329)
Other Nonoperating revenues	4,006	4,010	3,929
<b>TOTAL NONOPERATING REVENUES AND EXPENSES</b>	<b><u>42,983</u></b>	<b><u>84,344</u></b>	<b><u>86,633</u></b>
<b>Income Before Other Revenues, Expenses, Gains or Losses</b>	<b><u>(6,569)</u></b>	<b><u>(19,349)</u></b>	<b><u>(27,749)</u></b>
<b>Capital Revenues</b>		0	
<b>Increase Decrease in Net Position</b>	<b><u>(\$6,569)</u></b>	<b><u>(\$19,349)</u></b>	<b><u>(\$27,749)</u></b>
<b>Impact of OPEB on income before other Revenues, Expenses, Gains or Losses</b>	<b><u>616</u></b>	<b><u>1,250</u></b>	<b><u>1,250</u></b>
<b>Income before other Revenues, Expenses, Gains or Losses without OPEB</b>	<b><u>(\$5,953)</u></b>	<b><u>(\$18,099)</u></b>	<b><u>(\$26,499)</u></b>
<b>Beginning Net Position excluding OPEB</b>	<b>434,750</b>	<b>434,750</b>	<b>416,651</b>
<b>Ending Net Position excluding OPEB</b>	<b>428,797</b>	<b>416,651</b>	<b>390,152</b>
<b>NONEXPENDABLE NET POSITION</b>			
<b>Beginning Nonexpendable Net Position</b>	<b>\$15,176</b>	<b>\$15,176</b>	<b>\$15,176</b>
<b>Ending Nonexpendable Net Position</b>	<b>\$15,176</b>	<b>\$15,176</b>	<b>\$15,176</b>

**Higher Education Policy Commission**  
**West Virginia Higher Education Policy Commission**  
**Capital Budget**  
**Marshall University**

Description	Budget FY 2023	Budget FY 2024
<b>Projects with Established Timelines and Funding</b>		
<b>Funding Sources:</b>		
Cash Balances	\$ 2,537,000	\$ 1,500,000
Current Revenue/Savings	875,000	1,500,000
<b>Total Funding Sources</b>	<b>3,412,000</b>	<b>3,000,000</b>
<b>Uses by Project Category:</b>		
Reliability	250,000	250,000
Safety/Code	750,000	750,000
Program Improvement	375,000	300,000
Miscellaneous Capital Repairs and Alterations	250,000	350,000
Equipment	1,787,000	1,350,000
<b>Total Uses</b>	<b>3,412,000</b>	<b>3,000,000</b>
<b>Debt Financing</b>		
Bond Principal Payment	(2,180,000)	(2,235,000)
Lease Principal Payment	(750,649)	(1,282,000)
<b>Total Debt Financing Costs</b>	<b>(2,930,649)</b>	<b>(3,517,000)</b>
<b>Balances</b>		
Beginning Investment in Plant	453,667,936	440,729,936
Beginning Long Term Plant Debt	153,664,734	152,134,085
Beginning Net Investment In Plant	300,003,202	288,595,851
Total Additions to Plant Facilities	3,412,000	3,000,000
Depreciation	16,350,000	16,450,000
Net Change in Long Term Debt	(2,930,649)	(3,517,000)
Ending Net Investment in Plant	289,995,851	278,662,851

**Higher Education Policy Commission  
West Virginia Higher Education Policy Commission  
Cash Balances  
Marshall University**

	December 31, 2021	June 30, 2022	December 31, 2022	Projected June 30, 2023
<b>Cash Balance - Current Assets</b>	<b>\$79,433,919</b>	<b>\$58,908,252</b>	<b>\$50,134,592</b>	<b>\$48,500,000</b>
<b>Annual Operating Expense Budget (1)</b>	<b>\$283,020,797</b>	<b>\$283,020,797</b>	<b>\$300,385,823</b>	<b>\$300,385,823</b>
<b>Number of Days cash on hand</b>	<b>102</b>	<b>76</b>	<b>61</b>	<b>59</b>

(1) Excludes any OPEB Expense, GASB 68 Related Pension Expense, and Depreciation Expense

**Higher Education Policy Commission  
West Virginia Higher Education Policy Commission  
Shepherd University  
Operating Budget  
(Dollars in Thousands)  
FY 2024**

	<b>FY 2023 YTD Actual</b>	<b>FY 2023 Budget</b>	<b>FY 2024 Budget</b>
<b>OPERATING REVENUES</b>			
Tuition and Fees	\$13,510	\$15,657	\$15,635
Grants and Contracts	5,740	9,443	9,500
Auxiliary Enterprises	13,206	11,101	14,500
Service Agreement Revenues	34	31	32
Other Operating Revenues	274	370	488
<b>TOTAL OPERATING REVENUES</b>	<b><u>32,764</u></b>	<b><u>36,602</u></b>	<b><u>40,155</u></b>
<b>OPERATING EXPENSES</b>			
Salaries and Wages	19,462	25,138	25,964
Benefits	4,075	5,392	5,890
Utilities	1,807	2,819	3,060
Supplies and Other Services	9,663	12,082	11,015
Scholarships and Fellowships	5,974	7,242	3,805
Other Operating Expenses	0	0	0
Cost of Services provided to other institutions	0	0	0
Depreciation Expense	3,826	6,400	5,750
<b>TOTAL OPERATING EXPENSES</b>	<b><u>44,807</u></b>	<b><u>59,073</u></b>	<b><u>55,484</u></b>
<b>NONOPERATING REVENUES AND EXPENSES</b>			
State Appropriations	13,027	13,027	13,375
Federal Pell Grants	3,900	1,075	4,075
Gifts	871	1,500	1,500
Interest on capital asset related debt	(1,200)	(1,274)	(1,211)
Assessments by the Commission for Systems Debt	(17)	(17)	(17)
Other Nonoperating revenues	218	4,023	990
<b>TOTAL NONOPERATING REVENUES AND EXPENSES</b>	<b><u>16,799</u></b>	<b><u>18,334</u></b>	<b><u>18,712</u></b>
<b>Income Before Other Revenues, Expenses, Gains or Losses</b>	<b><u>4,756</u></b>	<b><u>(4,137)</u></b>	<b><u>3,383</u></b>
<b>Capital Revenues</b>	<b>0</b>	<b>0</b>	
<b>Increase Decrease in Net Position</b>	<b><u>\$4,756</u></b>	<b><u>(\$4,137)</u></b>	<b><u>\$3,383</u></b>
<b>Impact of OPEB on income before other Revenues, Expenses, Gains or Losses</b>	<b><u>0</u></b>	<b><u>0</u></b>	<b><u>0</u></b>
<b>Income before other Revenues, Expenses, Gains or Losses without OPEB</b>	<b><u>\$4,756</u></b>	<b><u>(\$4,137)</u></b>	<b><u>\$3,383</u></b>
<b>Beginning Net Position excluding OPEB</b>	<b>0</b>	<b>0</b>	<b>0</b>
<b>Ending Net Position excluding OPEB</b>	<b>4,756</b>	<b>(4,137)</b>	<b>3,383</b>
<b>NONEXPENDABLE NET POSITION</b>			
<b>Beginning Nonexpendable Net Position</b>	<b>\$0</b>	<b>\$0</b>	<b>\$0</b>
<b>Ending Nonexpendable Net Position</b>	<b>\$0</b>	<b>\$0</b>	<b>\$0</b>

**Higher Education Policy Commission**  
**West Virginia Higher Education Policy Commission**  
**Capital Budget**  
**Shepherd University**

Description	Budget FY 2023	Budget FY 2024
<b>Projects with Established Timelines and Funding</b>		
<b>Funding Sources:</b>		
Cash Balances	\$ 350,000	\$ -
Other Financing	5,469,073	-
Federal Grants	3,500,000	4,436,600
Grants	27,907	
State Support	1,075,000	20,000,000
<b>Total Funding Sources</b>	<b>10,421,980</b>	<b>24,436,600</b>
<b>Uses by Project Category:</b>		
Reliability	6,544,073	11,975,000
Safety/Code	3,527,907	4,900,000
Economic Operations	175,000	-
Program Improvement	175,000	3,025,000
New Construction	-	561,600
Miscellaneous Capital Repairs and Alterations	-	3,975,000
<b>Total Uses</b>	<b>10,421,980</b>	<b>24,436,600</b>
<b>Debt Financing</b>		
New Bond Debt	-	-
Bond Principal Payment	1,924,923	1,991,887
Lease Liability	4,281,923	-
Lease Principal Payment	83,290	241,455
<b>Total Debt Financing Costs</b>	<b>6,290,136</b>	<b>2,233,342</b>
<b>Balances</b>		
Beginning Investment in Plant	223,183,650	228,308,258
Beginning Long Term Plant Debt	38,886,467	38,235,330
Beginning Net Investment In Plant	104,117,507	105,106,594
Total Additions to Plant Facilities	10,421,980	24,436,600
Depreciation	6,400,000	5,750,000
Net Change in Long Term Debt	6,290,136	2,233,342
Ending Net Investment in Plant	101,849,351	121,559,852

**Higher Education Policy Commission  
West Virginia Higher Education Policy Commission  
Cash Balances  
Shepherd University**

	<b>April 30, 2022</b>	<b>June 30, 2022</b>	<b>April 30, 2023</b>	<b>Projected June 30, 2023</b>
<b>Cash Balance - Current Assets</b>	<b>\$17,414,597</b>	<b>\$14,104,020</b>	<b>\$14,857,237</b>	<b>\$4,612,285</b>
<b>Annual Operating Expense Budget (1)</b>	<b>\$50,136,000</b>	<b>\$50,136,000</b>	<b>\$52,673,000</b>	<b>\$52,673,000</b>
<b>Number of Days cash on hand</b>	<b>127</b>	<b>103</b>	<b>103</b>	<b>32</b>

(1) Excludes any OPEB Expense, GASB 68 Related Pension Expense, and Depreciation Expense

**Higher Education Policy Commission**  
**West Virginia Higher Education Policy Commission**  
**West Liberty University**  
**Operating Budget**  
**(Dollars in Thousands)**  
**FY 2024**

	<b>FY 2023 YTD Actual</b>	<b>FY 2023 Budget</b>	<b>FY 2024 Budget</b>
<b>OPERATING REVENUES</b>			
Tuition and Fees	\$22,929	\$24,474	\$23,122
Grants and Contracts	2,251	1,600	1,600
Auxiliary Enterprises	10,459	9,812	11,034
Service Agreement Revenues	90	99	102
Other Operating Revenues	1,771	1,043	1,374
<b>TOTAL OPERATING REVENUES</b>	<b><u>37,500</u></b>	<b><u>37,028</u></b>	<b><u>37,232</u></b>
<b>OPERATING EXPENSES</b>			
Salaries and Wages	15,840	19,426	19,922
Benefits	3,768	4,980	5,045
Utilities	2,197	2,416	2,265
Supplies and Other Services	8,009	7,391	7,723
Scholarships and Fellowships	6,322	6,967	6,521
Other Operating Expenses	3,486	3,492	3,411
Cost of Services provided to other institutions	0	0	0
Depreciation Expense	3,300	3,300	3,300
<b>TOTAL OPERATING EXPENSES</b>	<b><u>42,922</u></b>	<b><u>47,972</u></b>	<b><u>48,187</u></b>
<b>NONOPERATING REVENUES AND EXPENSES</b>			
State Appropriations	9,553	9,553	9,964
Federal Pell Grants	3,079	3,400	3,400
Gifts	0	0	0
Interest on capital asset related debt	(300)	(462)	(462)
Assessments by the Commission for Systems Debt	(211)	(211)	(228)
Other Nonoperating revenues	0	0	0
<b>TOTAL NONOPERATING REVENUES AND EXPENSES</b>	<b><u>12,121</u></b>	<b><u>12,280</u></b>	<b><u>12,674</u></b>
<b>Income Before Other Revenues, Expenses, Gains or Losses</b>	<b><u>6,699</u></b>	<b><u>1,336</u></b>	<b><u>1,719</u></b>
<b>Capital Revenues</b>		50	
<b>Increase Decrease in Net Position</b>	<b><u>\$6,699</u></b>	<b><u>\$1,386</u></b>	<b><u>\$1,719</u></b>
<b>Impact of OPEB on income before other Revenues, Expenses, Gains or Losses</b>	<b><u>0</u></b>	<b><u>0</u></b>	<b><u>0</u></b>
<b>Income before other Revenues, Expenses, Gains or Losses without OPEB</b>	<b><u>\$6,699</u></b>	<b><u>\$1,336</u></b>	<b><u>\$1,719</u></b>
<b>Beginning Net Position excluding OPEB</b>	<b>0</b>	<b>0</b>	<b>0</b>
<b>Ending Net Position excluding OPEB</b>	<b>6,699</b>	<b>1,336</b>	<b>1,719</b>
<b>NONEXPENDABLE NET POSITION</b>			
<b>Beginning Nonexpendable Net Position</b>	<b>\$0</b>	<b>\$0</b>	<b>\$0</b>
<b>Ending Nonexpendable Net Position</b>	<b>\$0</b>	<b>\$0</b>	<b>\$0</b>

**Higher Education Policy Commission**  
**West Virginia Higher Education Policy Commission**  
**Capital Budget**  
**West Liberty University**

Description	Budget FY 2023	Budget FY 2024
<b>Projects with Established Timelines and Funding</b>		
<b>Funding Sources:</b>		
Institutional Bond Proceeds	50	-
Federal Grants	1,500	865
<b>Total Funding Sources</b>	<b>1,550</b>	<b>865</b>
<b>Uses by Project Category:</b>		
New Construction	1,500	865
Miscellaneous Capital Repairs and Alterations	50	-
<b>Total Uses</b>	<b>1,550</b>	<b>865</b>
<b>Debt Financing</b>		
Bond Principal Payment	(1,599)	(1,646)
<b>Total Debt Financing Costs</b>	<b>(1,599)</b>	<b>(1,646)</b>
<b>Balances</b>		
Beginning Investment in Plant	74,447	74,940
Beginning Long Term Plant Debt	17,583	16,005
Beginning Net Investment In Plant	56,864	58,935
Total Additions to Plant Facilities	1,550	865
Depreciation	3,300	3,300
Net Change in Long Term Debt	(1,599)	(1,646)
Ending Net Investment in Plant	56,713	58,146



**Higher Education Policy Commission  
West Virginia Higher Education Policy Commission  
Cash Balances  
West Liberty University**

	<b>April 30, 2022</b>	<b>June 30, 2022</b>	<b>April 30, 2023</b>	<b>Projected June 30, 2023</b>
<b>Cash Balance - Current Assets</b>	<b>\$14,504</b>	<b>\$8,809</b>	<b>\$14,010</b>	<b>\$9,075</b>
<b>Annual Operating Expense Budget (1)</b>	<b>\$39,548</b>	<b>\$39,548</b>	<b>\$44,672</b>	<b>\$44,672</b>
<b>Number of Days cash on hand</b>	<b>134</b>	<b>81</b>	<b>114</b>	<b>74</b>

(1) Excludes any OPEB Expense, GASB 68 Related Pension Expense, and Depreciation Expense

**Higher Education Policy Commission**  
**West Virginia Higher Education Policy Commission**  
**West Virginia State University**  
**Operating Budget**  
**(Dollars in Thousands)**  
**FY 2024**

	<b>FY 2023 March</b>	<b>FY 2023 Budget</b>	<b>FY 2024 Budget</b>
<b>OPERATING REVENUES</b>			
Tuition and Fees	\$10,466	\$13,385	\$16,870
Grants and Contracts	1,324	1,525	1,706
Auxiliary Enterprises	7,275	6,269	6,230
Service Agreement Revenues	0	0	0
Other Operating Revenues	2,823	3,820	3,194
<b>TOTAL OPERATING REVENUES</b>	<b><u>21,888</u></b>	<b><u>24,999</u></b>	<b><u>28,000</u></b>
<b>OPERATING EXPENSES</b>			
Salaries and Wages	11,966	18,067	15,900
Benefits	2,840	3,669	4,069
Utilities	1,062	1,748	1,606
Supplies and Other Services	12,549	15,165	16,127
Scholarships and Fellowships	4,560	4,722	4,700
Other Operating Expenses	0	0	0
Cost of Services provided to other institutions	0	0	0
Depreciation Expense	0	2,500	0
<b>TOTAL OPERATING EXPENSES</b>	<b><u>32,977</u></b>	<b><u>45,871</u></b>	<b><u>42,402</u></b>
<b>NONOPERATING REVENUES AND EXPENSES</b>			
State Appropriations	11,427	16,130	16,851
Federal Pell Grants	3,250	5,300	3,500
Gifts	0	0	0
Interest on capital asset related debt	(575)	(683)	(677)
Assessments by the Commission for Systems Debt	0	(15)	(15)
Other Nonoperating revenues (Includes Cares)	7,018	13,107	0
<b>TOTAL NONOPERATING REVENUES AND EXPENSES</b>	<b><u>21,120</u></b>	<b><u>33,839</u></b>	<b><u>19,659</u></b>
<b>Income Before Other Revenues, Expenses, Gains or Losses</b>	<b><u>10,031</u></b>	<b><u>12,967</u></b>	<b><u>5,257</u></b>
<b>Capital Revenues</b>		0	
<b>Increase Decrease in Net Position</b>	<b><u>\$10,031</u></b>	<b><u>\$12,967</u></b>	<b><u>\$5,257</u></b>
<b>Impact of OPEB on income before other Revenues, Expenses, Gains or Losses</b>	<b><u>0</u></b>	<b><u>0</u></b>	<b><u>0</u></b>
<b>Income before other Revenues, Expenses, Gains or Losses without OPEB</b>	<b><u>\$10,031</u></b>	<b><u>\$12,967</u></b>	<b><u>\$5,257</u></b>
<b>Beginning Net Position excluding OPEB</b>	<b>41,727,654</b>	<b>41,727,654</b>	<b>41,740,621</b>
<b>Ending Net Position excluding OPEB</b>	<b>41,737,685</b>	<b>41,740,621</b>	<b>41,745,878</b>
<b>NONEXPENDABLE NET POSITION</b>			
<b>Beginning Nonexpendable Net Position</b>	<b>\$0</b>	<b>\$0</b>	<b>\$0</b>
<b>Ending Nonexpendable Net Position</b>	<b>\$0</b>	<b>\$0</b>	<b>\$0</b>

**Higher Education Policy Commission**  
**West Virginia Higher Education Policy Commission**  
**Capital Budget**  
**West Virginia State University**

Description	Budget FY 2023	Budget FY 2024
<b>Projects with Established Timelines and Funding</b>		
<b>Funding Sources:</b>		
Cash Balances	\$ 26,000	\$ 375,000
CARES Act Grants	1,250,000	-
Grants		
State Support		20,000,000
Current Revenue/Savings	575,000	865,350
<b>Total Funding Sources</b>	<b>1,851,000</b>	<b>21,240,350</b>
<b>Uses by Project Category:</b>		
Reliability	500,000	3,145,000
Safety/Code	-	1,275,000
Economic Operations		2,350,000
Program Improvement		1,200,000
Miscellaneous Capital Repairs and Alterations	500,000	13,160,000
Equipment	851,000	110,350
<b>Total Uses</b>	<b>1,851,000</b>	<b>21,240,350</b>
<b>Debt Financing</b>		
Bond Principal Payment	1,223,800	1,243,102
<b>Total Debt Financing Costs</b>	<b>1,223,800</b>	<b>1,243,102</b>
<b>Balances</b>		
Beginning Investment in Plant	134,193,002	136,044,002
Beginning Long Term Plant Debt	(36,252,723)	(34,792,842)
Beginning Net Investment In Plant	74,165,892	72,293,092
Total Additions to Plant Facilities	1,851,000	21,240,350
Depreciation	(2,500,000)	(3,500,000)
Net Change in Long Term Debt	(1,223,800)	(1,243,102)
Ending Net Investment in Plant	72,293,092	98,276,544

**Higher Education Policy Commission  
West Virginia Higher Education Policy Commission  
Cash Balances  
West Virginia State University**

	<b>April 30, 2022</b>	<b>June 30, 2022</b>	<b>April 30, 2023</b>	<b>Projected June 30,2023</b>
<b>Cash Balance - Current Assets</b>	<b>\$6,276,174</b>	<b>\$5,538,546</b>	<b>\$6,764,575</b>	<b>\$8,242,032</b>
<b>Annual Operating Expense Budget (1)</b>	<b>\$44,459,480</b>	<b>\$44,459,480</b>	<b>\$45,534,258</b>	<b>\$45,534,258</b>
<b>Number of Days cash on hand</b>	<b>52</b>	<b>45</b>	<b>54</b>	<b>66</b>

(1) Excludes any OPEB Expense, GASB 68 Related Pension Expense, and Depreciation Expense

**Higher Education Policy Commission  
West Virginia Higher Education Policy Commission  
West Virginia School of Osteopathic Medicine  
Operating Budget**

**FY 2024**

	<b>FY 2023 YTD Actual</b>	<b>FY 2023 Budget</b>	<b>FY 2024 Budget</b>
<b>OPERATING REVENUES</b>			
Tuition and Fees	\$36,223,290	\$36,822,380	\$37,665,972
Grants and Contracts	1,736,002	2,333,993	2,159,752
Auxiliary Enterprises	271,865	551,212	551,212
Service Agreement Revenues	0	0	0
Other Operating Revenues	1,052,815	1,140,983	950,000
<b>TOTAL OPERATING REVENUES</b>	<b><u>39,283,971</u></b>	<b><u>40,848,568</u></b>	<b><u>41,326,936</u></b>
<b>OPERATING EXPENSES</b>			
Salaries and Wages	22,430,476	29,314,203	30,229,573
Benefits	4,498,660	6,084,927	6,731,661
Utilities	788,808	841,654	873,134
Supplies and Other Services	16,105,614	15,274,506	14,995,886
Scholarships and Fellowships	0	176,482	176,482
Other Operating Expenses	42,703	0	0
Cost of Services provided to other institutions	0	0	0
Depreciation Expense	2,944,886	4,221,811	4,122,302
<b>TOTAL OPERATING EXPENSES</b>	<b><u>46,811,147</u></b>	<b><u>55,913,583</u></b>	<b><u>57,129,038</u></b>
<b>NONOPERATING REVENUES AND EXPENSES</b>			
State Appropriations	5,069,251	9,872,974	10,132,816
Federal Pell Grants	0	0	0
Gifts	0	0	0
Interest on capital asset related debt	0	0	0
Assessments by the Commission for Systems Debt	0	0	0
Other Nonoperating revenues	<u>4,963,574</u>	<u>1,345,800</u>	<u>1,995,800</u>
<b>TOTAL NONOPERATING REVENUES AND EXPENSES</b>	<b><u>10,032,824</u></b>	<b><u>11,218,774</u></b>	<b><u>12,128,616</u></b>
<b>Income Before Other Revenues, Expenses, Gains or Losses</b>	<b><u>2,505,648</u></b>	<b><u>(3,846,241)</u></b>	<b><u>(3,673,486)</u></b>
<b>Capital Revenues</b>		0	
<b>Increase Decrease in Net Position</b>	<b><u>\$2,505,648</u></b>	<b><u>(\$3,846,241)</u></b>	<b><u>(\$3,673,486)</u></b>
<b>Impact of OPEB on income before other Revenues, Expenses, Gains or Losses</b>	<b><u>(1,564,699)</u></b>	<b><u>(1,322,282)</u></b>	<b><u>(1,739,457)</u></b>
<b>Income before other Revenues, Expenses, Gains or Losses without OPEB</b>	<b><u>\$940,949</u></b>	<b><u>(\$5,168,523)</u></b>	<b><u>(\$5,412,943)</u></b>
<b>Beginning Net Position excluding OPEB</b>	<b>161,509,100</b>	<b>163,214,865</b>	<b>162,450,049</b>
<b>Ending Net Position excluding OPEB</b>	<b>162,450,049</b>	<b>158,046,342</b>	<b>157,037,107</b>
<b>NONEXPENDABLE NET POSITION</b>			
<b>Beginning Nonexpendable Net Position</b>	<b>\$0</b>	<b>\$0</b>	<b>\$0</b>
<b>Ending Nonexpendable Net Position</b>	<b>\$0</b>	<b>\$0</b>	<b>\$0</b>

**Higher Education Policy Commission**  
**West Virginia Higher Education Policy Commission**  
**Capital Budget**  
**West Virginia School of Osteopathic Medicine**

Description	Budget FY 2023	Budget FY 2024
<b>Projects with Established Timelines and Funding</b>		
<b>Funding Sources:</b>		
Cash Balances	\$ 3,700,000	\$ 2,350,000
State Support		2,000,000
<b>Total Funding Sources</b>	<b>3,700,000</b>	<b>4,350,000</b>
<b>Uses by Project Category:</b>		
Reliability	500,000	700,000
Safety/Code	50,000	-
New Construction	3,000,000	3,500,000
Miscellaneous Capital Repairs and Alterations	100,000	100,000
Equipment	50,000	50,000
<b>Total Uses</b>	<b>3,700,000</b>	<b>4,350,000</b>
<b>Debt Financing</b>		
New Bond Debt	-	-
<b>Total Debt Financing Costs</b>	-	-
<b>Balances</b>		
Beginning Investment in Plant	73,077,875	72,556,064
Beginning Long Term Plant Debt	-	-
Beginning Net Investment In Plant	73,077,875	72,556,064
Total Additions to Plant Facilities	3,700,000	4,350,000
Depreciation	4,221,811	4,122,302
Net Change in Long Term Debt	-	-
Ending Net Investment in Plant	72,556,064	72,783,762

**Higher Education Policy Commission  
West Virginia Higher Education Policy Commission  
Cash Balances**

**West Virginia School of Osteopathic Medicine**

	<b>April 30, 2022</b>	<b>June 30, 2022</b>	<b>April 30, 2023</b>	<b>Projected June 30,2023</b>
<b>Cash Balance - Current Assets</b>	<b>\$45,660,641</b>	<b>\$39,011,155</b>	<b>\$44,504,395</b>	<b>\$34,267,913</b>
<b>Annual Operating Expense Budget (1)</b>	<b>\$42,635,301</b>	<b>\$49,241,074</b>	<b>\$43,691,503</b>	<b>\$51,454,907</b>
<b>Number of Days cash on hand</b>	<b>391</b>	<b>289</b>	<b>372</b>	<b>243</b>

(1) Excludes any OPEB Expense, GASB 68 Related Pension Expense, and Depreciation Expense

**West Virginia Higher Education Policy Commission  
Meeting of June 16, 2023**

**ITEM:** Approval of Presidential Compensation

**INSTITUTION:** West Liberty University

**RECOMMENDED RESOLUTION:** *Resolved, That the West Virginia Higher Education Policy Commission approves the compensation contract for Dr. Timothy Borchers as President of West Liberty University as proposed by the institutional board of governors.*

**STAFF MEMBER:** Kristin Boggs

**BACKGROUND:**

Pursuant to W. Va. Code § 18B-1B-4(a)(15), the Commission must approve the total compensation package from all sources for presidents of institutions under its jurisdiction proposed by institutional governing boards.

**West Liberty University**

At its meeting on May 12, 2023, the West Liberty University Board of Governors (Board) approved the appointment of Dr. Timothy Borchers as its president. Subsequently, the Board approved the total compensation package for President Borchers as set forth in your materials.

This request comports with the provisions of Series 5 of the Commission's rules, *Guidelines for Governing Boards in Employing and Evaluating Presidents*; therefore, it is recommended that the Commission approve the proposed compensation package as submitted.



**West Virginia Higher Education Policy Commission  
Meeting of June 16, 2023**

**ITEM:** Approval of Amendments to Series 5, Legislative Rule, Employing and Evaluating Presidents

**INSTITUTIONS:** All

**RECOMMENDED RESOLUTION:** *Resolved*, That the West Virginia Higher Education Policy Commission approves amendments to Series 5, Legislative Rule, Employing and Evaluating Presidents to be filed with the Secretary of State for the 30-day public comment period and if no substantive comments are received, that the Commission extends its final approval.

**STAFF MEMBER:** Kristin Boggs

**BACKGROUND:**

The Commission's legislative rule regarding employing and evaluating presidents establishes the guidelines for institutional governing boards to follow in the search for, hiring, employment, and evaluation of presidents. This rule does not apply to those institutions that are statutorily exempt pursuant to W. Va. Code § 18B-1B-4(a)(15) or administratively exempt pursuant to W. Va. Code § 18B-1-1f.

The proposed amendments simplify the rule, clean up language, and align it more closely with statutory requirements.

TITLE 133  
LEGISLATIVE RULE  
WEST VIRGINIA HIGHER EDUCATION POLICY COMMISSION

SERIES 5  
GUIDELINES FOR GOVERNING BOARDS  
IN EMPLOYING AND EVALUATING PRESIDENTS

**§133-5-1. General.**

1.1. Scope. -- ~~Rule establishing guidelines for governing boards of non-exempted schools to use in employing and evaluating presidents. This rule applies to the search for, hiring, employment, and evaluation of presidents by governing boards of the public four-year institutions of higher education that are not administratively exempt pursuant to W. Va. Code § 18B-1-1f or statutorily exempt pursuant to W. Va. Code § 18B-1B-4(a)(15).~~

1.2. Authority. -- ~~West Virginia Code §§ 18B-1B-4, W. Va. Code § 18B-1B-6(d).~~

1.3. Filing Date. -- ~~March 29, 2019.~~

1.4. Effective Date. -- ~~April 29, 2019.~~

1.5. Sunset Provision. -- This rule shall terminate and have no further force or effect ~~on~~ upon April 29, 2024 August 1, 2029.

**§133-5-2. State Colleges and Universities.**

2.1. ~~The provisions of this rule apply to the employment of presidents of Bluefield State College, Concord University, Fairmont State University, Glenville State College, Shepherd University, West Liberty University, and West Virginia State University. The selection of campus presidents is one of the most important duties of institutional governing boards. The procedures outlined in this rule are intended to assist the governing boards of the State's public institutions of higher education in fulfilling this duty. Considering the great diversity in size, scope, and mission of the State's universities, the specific search process at an individual university will be tailored by that university to meet its specific institutional needs; Provided, That the university's search process must conform with the authorizing statute and this rule.~~

2.2. Upon the occurrence of a vacancy in the position of president at one of the ~~institutions set out in Section 2-1~~ State's universities that is not administratively or statutorily exempt herefrom, the governing board of the institution shall undertake a search for a new president. The governing board is responsible for the search, both procedurally and financially. The governing board shall adopt a procedure, consistent with this rule, governing the search. The search procedure adopted by the governing board shall be ~~approved by the West Virginia Higher Education Policy Commission ("Commission") submitted to the Chancellor for review and comment~~ prior to being implemented. The procedure shall require, at the least include, but not be limited to, the following:

2.2.a1. ~~Input~~ A mechanism to receive input from faculty, staff, and student representatives, as well as alumni representatives and community leaders as to the best characteristics and qualities of they seek in the president should be solicited by the governing board of its constituencies and utilized in selecting and evaluating the candidates.

2.2.b2. If the governing board appoints a search committee ~~is appointed other than itself, it the~~

appointed search committee shall include representation of faculty, students, and staff, and other constituencies of the institution. The number and constituency of the membership of the appointed search committee shall be is at the discretion of the governing board.

2.2.e3. ~~A~~ The governing board shall prepare or cause to be prepared a position announcement shall be prepared detailing the characteristics and qualities sought in a new president and distributed post it on the institution's primary website, distribute it to appropriate newspapers and other media sources, heads of higher education associations and organizations, and other appropriate individuals, groups, or organizations for the purpose of advertising the position.

2.2.d4. ~~Interviews with~~ The governing board shall determine the finalists, as determined by the governing board, shall be conducted from the candidate pool and conduct on-campus and, during the campus visits, visits with them at which students, classified employees, non-classified employees, faculty, campus administrators, community leaders, alumni, and other individuals shall be invited to meet with the candidates, and their comments shall be solicited and evaluated by the governing board. The constituent groups shall submit their comments to the governing board, and the governing board shall consider those comments in its evaluation of the finalists.

2.2.e5. ~~Background~~ The governing board may conduct background checks may be conducted on each candidate prior to interviewing the candidate's interview with the search committee or governing board. Background The governing board should conduct background checks should be conducted on finalists prior to any campus visit made at the invitation of the search committee or governing board and shall be conducted conduct background checks prior to any final selection by the search committee or the governing board. On-site The governing board or appointed search committee may conduct on-site visits to the candidates' current and past places of employment may be conducted and are recommended for the final candidates. Standard The governing board shall use standard industry practices shall be utilized in conducting background checks and, at a minimum, shall include confirmation of degrees and past employment and criminal and credit checks.

2.3. Candidates may be considered through their own application or by nomination.

2.4. Confidentiality. –

2.4.1. ~~Members of the governing board or any its appointed search committee appointed,~~ may not provide information about the names or backgrounds of any candidates without their consent to anyone who is not a member of the governing board, ~~or its appointed search committee,~~ or authorized agents or staff ~~as designated in the search procedures approved by the Commission of the governing board or its appointed search committee.~~ At the first meeting of the governing board sitting as a search committee or its appointed search committee, the committee shall discuss the importance of confidentiality. All members of the committee shall agree to preserve the confidentiality of the search and the names of all candidates. The chair of the board of governors may dismiss any search committee member if there is evidence that a member of the search committee has breached the committee's confidentiality. The decision of whether or not to dismiss a search committee member, as well as whether or not to replace the dismissed member, shall be at the sole discretion of the chair of the governing board; Provided, That if the search committee member proposed for dismissal is a representative of the faculty, staff, or students of the institution, the chair shall replace the member after consultation with the chair or other appropriate representative of the constituent group as to how the individual will be replaced.

2.4.2. ~~When candidates are invited to a preliminary interview with the search committee, they the chair of the search committee shall be notified notify them of the conditions under which the candidates may waive confidentiality may be waived as to background checks and that, in the event that they are invited for a campus interview, the search committee shall release, or cause to be released, to the public~~

their names and backgrounds ~~shall be publicly released~~ at the time they accept an invitation for a formal campus visit.

2.5. At the request of an institution, the Commission may provide the governing board with staff assistance to manage the search process, or the governing board may enter into a contract with a consultant or executive search firm to identify potential candidates in addition to those who have applied or been nominated or to assist in the search.

2.6. The Chancellor ~~or his or her designee~~ shall serve as an ex officio, non-voting member on all search committees or bodies serving in that capacity during the search process. The Commission reserves the right to conduct independent interviews of one or more finalists and provide its opinion of the interviewees to the search committee for consideration. Prior to exercising ~~such that~~ option, it shall give sufficient notice to the governing board so that any ~~such~~ interviews will occur sufficiently close to the final decision of the governing board. ~~All presidential appointments must be confirmed by the Commission.~~

2.7. Terms of compensation and contracts discussed with or offered to candidates shall be consistent with the sections of this rule regarding presidential compensation and contracts.

~~2.8. Interim Presidents appointed by a governing board shall be confirmed by the Commission.~~

### **§133-5-3. Presidential Contracts.**

3.1. ~~Governing boards under the jurisdiction of the Commission shall receive the approval of the Commission of the~~ The Commission shall approve the total compensation package from all sources for a president or an interim president when the president or the interim president is initially hired and ~~for~~ whenever the governing board proposes any subsequent changes in the president's or the interim president's total compensation package.

3.2. A president is ~~considered~~ a will and pleasure employee of ~~his/her~~ the governing board ~~unless that status is specifically altered by the President's letter of appointment or contract.~~ The terms of Presidential contracts shall be based on the fiscal year (i.e., June 30 to July 31); those contracts exceeding a term of one fiscal year shall conform to the following:

3.2.a1. ~~An initial offer term of employment as president, or guarantee of employment in that or another position,~~ may not exceed two years, so that the contract expires on June 30 of the next following fiscal year. After the initial contract, the governing board may offer contracts of up to five years. A president assigned to an alternative position during a guaranteed term of employment shall perform substantive duties on behalf of the institution in order to collect his or her salary.

3.2.b2. All contracts with a term greater than one fiscal year shall be conditioned upon availability of funding.

3.2.e3. A governing board may agree to reasonable notice of the president's intent not to renew a contract. ~~It is recommended that such~~ For purposes of this section, "reasonable notice" is a period of time that does not exceed one year but may be increased up to two years after five years of service by the president.

3.2.d. ~~All contracts with a commitment of continued employment must provide that the president may be discharged for "cause" and that such a discharge nullifies any commitment to continued employment. "Cause" includes, but is not limited to, official misconduct, incompetence, neglect of duty, gross immorality, malfeasance, misfeasance, insubordination, and acts of commission or omission in violation of the governing board's directives or policies.~~

3.2.e4. Provisions in contracts existing on the effective date of this rule that are inconsistent with this rule may remain in effect at the discretion of the governing board unless the provisions are in violation of the statute.

#### **§133-5-4. Compensation.**

4.1. The Commission shall approve the total compensation of a president, from all sources, ~~shall receive prior approval of the Commission before the compensation becomes effective.~~ Forms of compensation which require prior approval include: annual salary derived from whatever funding source, deferred compensation, and housing or vehicle allowances. The governing board may require approval of other compensation such as non-State funded discretionary funds, compensation from other employment or for service on a corporate board of directors, and payment of dues or assessments for membership in non-professional related clubs or associations. The governing board shall report to the Chancellor ~~Any such compensation received shall be reported to the Chancellor by the president.~~ If ~~approval of deferred compensation is being sought~~ the governing board and the president are seeking approval of deferred compensation, the institution shall submit an actuarial report to the Commission detailing the present cash value of the deferred compensation and conditions for eligibility or receipt of the deferred compensation.

4.2. The governing board shall base the president's total salary from all funding sources ~~for a president should be based on a comparison of the presidential salaries at the institution's peer institutions comparably sized State institutions of higher education with similar missions,~~ or other national data sources which may be utilized by the governing board, as appropriate, to establish salary ranges.

4.3. If the governing board and the president are seeking Commission approval of A percentage a presidential salary increase in a percentage in excess of the average percentage salary increase for all personnel at that institution within the last calendar year ~~may be approved only if a the governing board shall submit to the Commission its detailed rationale of its governing board justifying the increase is submitted to the Commission.~~ If the percentage increase is exactly in the ratio of compensation increases allocated to all institutional employees, the governing board shall notify the Commission of the increase, but the Commission is not required to approve or confirm it.

4.4. If an institution provides a president a Hhousing allowances ~~granted a president not provided instead of housing, by the institution~~ the housing allowance may not be considered as part of the ~~presidential~~ president's base salary for the purposes of Section 4.2 above.

4.5. Annually, the Chancellor shall make available to the governing boards and Commission the most recent College and University Professional Association for Human Resources (CUPA-HR) or other comparable salary data applicable to their institutions.

4.6. ~~The Commission must receive notice, but need not approve or confirm an increase in the compensation of a President that is exactly in the ratio of compensation increases allocated to all institutional employees if approved by the governing board.~~

#### **§133-5-5. Presidential Evaluation.**

5.1. Each governing board shall conduct a formal and structured written performance evaluation of the

institution's president every third year of the president's employment. The governing board shall evaluate the president's performance ~~shall be evaluated~~ in relation to the duties and responsibilities assigned to the president by the governing board, the success of the institution in meeting each requirement of its institutional compact, and any other criteria previously established by the governing board.

5.2. The governing board shall appoint a committee of its own members, a visiting team, or any combination thereof, and utilize institutional personnel including faculty, ~~and staff, as well as~~ and students, ~~and as well as~~ persons who are knowledgeable of higher education matters to assist in its evaluation of the president.

5.3. The governing board committee, visiting team, or other body chosen by the governing board shall visit the campus to receive the views of the president, governing board members, administrators, faculty, classified employees, non-classified employees, students, alumni, and community leaders. The governing board or its designee shall arrange ~~A~~ a schedule of interviews, meetings, and open forums that will assure a careful assessment of leadership and condition of the campus ~~shall be arranged~~.

5.4. The governing board shall use the report of its committee, visiting team, or other body chosen by the governing board to assist in its own written evaluation of the president. The governing board's evaluation shall be reported to the president of the institution, the Chancellor, and the Chair of the Commission.

5.5. The Chancellor shall provide the governing boards, upon request, with evaluative tools, guidelines, and procedures recommended for the assessment and evaluation of college and university presidents and provide any assistance requested by a governing board in performing the evaluations set out in this rule.

5.6. The governing board shall conduct a written evaluation at the end of the initial contract period. In addition to the formal and structured evaluation every three years and at the end of the initial contract period, the governing board shall conduct a written yearly evaluation of each the president ~~shall receive a written yearly evaluation~~ in a manner and form decided by the governing board.

5.7. The Commission shall not approve any request for an increase in compensation of a president prior to receiving an evaluation of that president for the year immediately preceding the requested increase.

**West Virginia Higher Education Policy Commission  
Meeting of June 16, 2023**

**ITEM:** Approval of Amendments to Series 6, Legislative Rule, Higher Education Adult Part-time Student (HEAPS) Grant Program

**INSTITUTIONS:** All

**RECOMMENDED RESOLUTION:** *Resolved*, That the West Virginia Higher Education Policy Commission approves the amendments to Series 6, Legislative Rule, Higher Education Adult Part-time Student (HEAPS) Grant Program, to be filed with the Secretary of State for a 30-day public comment period, and if no substantive comments are received, extends its final approval.

**STAFF MEMBERS:** Kristin Boggs and Tana Pendell

**BACKGROUND:**

Congress passed the FAFSA Simplification Act in December 2020. There are several significant changes to the Free Application for Federal Student Aid (FAFSA) starting in the 2024-25 award year, including replacement of Expected Family Contribution (EFC) with the Student Aid Index (SAI) as a key factor in student need analysis.

As a result of the FAFSA changes, updates are proposed to Series 6, last revised in 2004, related to the HEAPS Part-time Grant Program and the HEAPS Workforce Grant Program. The suggested changes clearly distinguish the differences between the two grant programs, update some provisions based on recent amendments to federal student financial aid requirements, and make other changes to clarify and streamline language.

**TITLE 133  
LEGISLATIVE RULE  
HIGHER EDUCATION POLICY COMMISSION**

**SERIES 6  
HIGHER EDUCATION ADULT PART-TIME STUDENT (HEAPS) GRANT PROGRAM**

**§133-6-1. General.**

1.1. Scope. -- This rule establishes guidelines and procedures which will direct the operation of the Higher Education Adult Part-time Student Grant Program, hereinafter referred to as HEAPS.

1.2. Authority. -- W. Va. Code §18C-5-7(c), ~~§18B-17-6(a)~~

1.3. Filing Date. -- ~~April 6, 2004~~

1.4. Effective Date. -- ~~April 6, 2004~~

1.5. Sunset Provision. -- This rule shall terminate and have no further force of effect on August 1, 2029.

**§133-6-2. ~~Purpose.~~ Definitions.**

~~2.1. Legislation creating the HEAPS Program and subsequent amendments appear to have several purposes. HEAPS provides a vehicle to encourage and enable needy West Virginia students who desire to continue their education on a part-time basis at the postsecondary level to pursue their educational goals. There is also an intent to award grants to needy students who are enrolling in a postsecondary certificate, industry-recognized credential, or other skill development programs in a demand occupation in the State. Additionally, the HEAPS Program seeks to further the economic development goals of the State and help meet the training and skill upgrade needs of employers in the State by granting funds to community and technical colleges for non-credit and customized training programs. These HEAPS Grants, by providing an incentive for additional education and training, will improve the workforce of West Virginia.~~

2.1. Unless the context in which used clearly requires a different meaning, the definitions contained in W. Va. Code §§ 18B-1-2 and 18C-5-7 apply to this rule in addition to the definitions set forth below:

2.2. “Free Application for Federal Student Aid” or “FAFSA” means the form provided by the U.S. Department of Education and completed by current and prospective college students to determine their eligibility for student financial aid.

2.3. “HEAPS Part-Time program” means the grant awarded to students who demonstrate financial need and who desire to continue their education at the postsecondary level on a part-time basis.

2.4. “HEAPS Workforce program” means the grant awarded to:

2.4.1. Students who demonstrate financial need and who are enrolled in short-term training programs of 12 months or less in a postsecondary certificate, industry-recognized credential, or other skill development programs in a demand occupation in the State; and

2.4.2. Community and technical colleges for noncredit and customized training programs.



2.5. “Part-time,” for the HEAPS Part-time Grant, means enrollment for not fewer than three nor more than 11 semester or term hours or the equivalent as determined by the Vice Chancellor. For the HEAPS Workforce Grant, “part-time” means enrollment on such basis as is established for the program in which the student is enrolled.

2.6. “Student Aid Index” (formerly known as Expected Family Contribution) means the number calculated by the U.S. Department of Education for Title IV federal student aid that helps determine how much financial aid a student could receive for the upcoming academic year.

2.7. “Title IV” means Title IV of the federal Higher Education Act of 1965, which covers the administration of the federal student financial aid programs.

2.8. “Vice Chancellor for Administration” or “Vice Chancellor” means the person whose duties and authorities related to the administration of financial aid programs is established by W. Va. Code § 18B-4-2 or his or her designee.

### **§133-6-3. Funding.**

~~3.1. A special revenue fund known as the Higher Education Adult Part-time Student Grant Program Fund will be created in the State Treasury to be administered by the vice chancellor for administration of the Higher Education Policy Commission.~~

~~3.2. Funding received from legislative appropriations and moneys received for this program from all other sources will be deposited into this account.~~

~~3.3. Any moneys remaining in the fund at the close of a fiscal year shall be carried forward to use in the next fiscal year.~~

~~3.4. Fund balances may be invested in the state’s consolidated investment fund.~~

~~3.5. For the HEAPS Part-time Grant, Up to sixty five 65 percent of each year’s appropriation shall be allocated to participating eligible institutions as listed in Sections 5.3.1. through 5.3.6. of this rule defined in W. Va. Code § 18C-5-7(b)(4) based on prior year part-time enrollment at said institutions. The Vice Chancellor shall distribute the pro-rated share of funds shall be distributed directly to the individual institution.~~

~~3.5.1. Pro-rated funds may be distributed directly to the community college components of four-year institutions where deemed appropriate by the vice chancellor for administration.~~

~~3.5.2. 3.1.1.~~ The Vice Chancellor for Administration may redistribute to eligible institutions uncommitted funds within an award year.

~~3.5.3. 3.1.2.~~ Any funds not expended by the institution at the end of each fiscal year ~~will~~ shall be returned to the Vice Chancellor for Administration for ~~awarding~~ distribution in subsequent years.

~~3.6. 3.2.~~ For the HEAPS Workforce Grant, the Vice Chancellor shall reserve ~~Not less than twenty-five percent of each year’s appropriation shall be reserved for~~ awarding distribution to students enrolled in postsecondary certificate, industry-recognized credential, and other skill development programs of study.

~~3.6.1. 3.2.1.~~ ~~Educational entities offering such courses/programs and desiring to~~ Eligible institutions offering eligible programs or courses that would like to participate in the HEAPS Workforce Grant must apply to the Vice Chancellor for Administration.

~~3.6.2. 3.2.2.~~ If a ~~determination is made~~ the Vice Chancellor determines that it is not feasible to award twenty-five percent of the appropriation ~~for this purpose to the HEAPS Workforce Grant, the Vice Chancellor for Administration~~ then he or she may allocate less than twenty-five percent of funds ~~for such to the HEAPS Workforce Grants~~ after giving written notice to the Legislative Oversight Commission on Education Accountability.

~~3.7. 3.3.~~ The Vice Chancellor shall reserve ~~Ten~~ percent of each year's appropriation ~~shall be reserved for awarding distribution~~ to State community and technical colleges for the delivery of non-credit and customized training programs to assist in meeting training and skills upgrade needs of employers and further the economic development goals of the State.

~~3.7.1. 3.3.1.~~ Eligible programs for funding reimbursement ~~will be~~ are those that provide non-credit skill upgrade programs that complement West Virginia Development Office or West Virginia Department of Commerce initiatives for targeted industries or targeted employers, promote job creation or retention, or assist in developing skills for new economy jobs or high performance workplaces. The West Virginia Council for Community and Technical College Education, with input from the West Virginia Development Office, will annually set programmatic funding priorities. Funding will flow to community and technical colleges for the delivery of programs based on a methodology approved by the West Virginia Council for Community and Technical College Education and will not be utilized for those activities for which funds are available from other sources.

~~3.8. 3.4.~~ Up to four percent of the amount appropriated each year may be used by the Higher Education Policy Commission for administration expenses and HEAPS information dissemination.

#### **§133-6-4. Administration.**

~~4.1. The HEAPS Program shall be administered by the Vice Chancellor for Administration.~~

~~4.2.~~ Each participating institution shall determine whether a HEAPS Part-time Grant applicant meets the eligibility criteria set forth in this rule and distribute grant funds to students in accordance herewith.

~~4.2.1. Each institution shall make awards according to criteria set forth in these rules and deliver the grant amount to the student awarded.~~

~~4.2.2. Participating institutions shall maintain and retain such records as the Vice Chancellor for Administration may deem necessary to administer this program and track recipients.~~

~~4.3. 4.2.~~ The Vice Chancellor for Administration shall determine an appropriate process for ~~awarding distribution of funds allocated under Section 3.6. 3.2. of this rule~~ for the HEAPS Workforce Grant. This may include allocations to educational entities or awards to students.

#### **§133-6-5. Eligibility Criteria.**

~~5.1. A person is eligible for consideration for a HEAPS Grant if the person:~~

~~5.1.1. Demonstrates that he or she has applied for, accepted, or both, other student financial assistance in compliance with federal financial aid rules, including the federal Pell Grant. To assist an eligible institution in determining whether an applicant meets the eligibility criteria established in W. Va. Code § 18C-5-7(c).~~

~~5.1.1.1. Applicants must submit a completed FAFSA to the institution the federally approved~~

~~application for student aid; *Provided*, That persons applying for HEAPS Workforce Grant funds to enroll in a postsecondary certificate, industry recognized credential, or other skill development program in a demand occupation may apply by completing an abbreviated need analysis be required to submit an application form in addition to the FAFSA as approved by the Vice Chancellor for Administration.~~

~~5.1.2. 5.2. Demonstrates Determination of financial need for funds, as herein defined:~~

~~5.1.2.1. 5.2.1. Financial Need shall be is defined as cost of education as determined by the institution less expected family contribution (EFC) or where an abbreviated need analysis form is accepted, need shall be defined by the vice chancellor for administration. The number of dependents may be a consideration in determining need Student Aid Index (SAI).~~

~~5.1.2.2. EFC as calculated by the U. S. Department of Education for Title IV federal student aid awarding will be used in determining need.~~

~~5.1.2.3. 5.2.2. Institutional financial aid officers, in consultation with the vice chancellor for administration, may determine, using professional judgment under Title IV, whether the applicant has any personal hardship that should be taken into consideration in determining the applicant's eligibility. In the event the institution or other educational provider does not have a financial aid administrator on staff, this determination may be made by the vice chancellor for administration.~~

~~5.1.3. Is a State resident and may not be considered a resident of any other state.~~

~~5.1.3.1. State resident means a student who has lived in West Virginia continuously for a minimum of twelve months immediately preceding the date of application for a HEAPS grant or renewal of a grant and meets the standards of West Virginia domicile as defined by the residency policies of the Higher Education Policy Commission.~~

~~5.1.4. Is a United States citizen or permanent resident thereof;~~

~~5.1.5. Is not incarcerated in a correctional facility;~~

~~5.1.6. Is not in default on a higher education loan;~~

~~5.1.7. Is in compliance with the Military Selective Service Act;~~

~~5.1.8. Is enrolled or accepted for enrollment part time in a program of study at less than the graduate level with a goal of attaining a certificate, an associate degree, a bachelor's degree, or an industry commonly recognized credential; and~~

~~5.1.9. 5.3. Is making Determination of satisfactory progress; at the time of application.~~

~~5.1.9.1. 5.3.1. "Satisfactory progress" for a first time award means being accepted for enrollment by the institution the applicant plans to attend.~~

~~5.1.9.2. 5.3.2. Thereafter, For the HEAPS Part-time Grant, "satisfactory progress" for a student already enrolled in an institution means a recipient must maintain a cumulative grade point average of at least 2.0 on a 4.0 scale or its equivalent for the courses taken after a receipt of the HEAPS Grant has been received and meet the academic progress requirements at of the institution he or she is attending.~~

~~5.1.9.3. 5.3.3. In the case of postsecondary certificate, industry recognized credential, and other skill development programs For the HEAPS Workforce Grant, "satisfactory progress" means continuous advancement toward completion of the program on the normal schedule established for that program.~~

~~5.2. Part time means enrollment for not less than three nor more than eleven semester or term hours or its equivalent as determined by the vice chancellor for administration;~~

~~5.2.1. For postsecondary certificate, industry recognized credential, and other skill development programs in demand occupations in the State, part time means enrollment on such basis as is established for the program.~~

~~5.3. Eligible institution of higher education means an institution of a type listed in this section that is eligible to participate in the Federal Pell Grant Program. This eligibility requirement may be waived by the vice chancellor for administration if, after thorough investigation and proper documentation, he or she determines that an institution has the staff and capability to properly administer HEAPS. Types of eligible institutions of higher education include:~~

~~5.3.1. community college as defined in W. Va. Code §18B-1-2;~~

~~5.3.2. community and technical college, as defined in W. Va. Code §18B-1-2;~~

~~5.3.3. adult technical preparatory education program or training, as that term is defined in W. Va. Code §18B-2C-2(e);~~

~~5.3.4. state college or university as defined in W. Va. Code §18B-1-2;~~

~~5.3.5. approved institution of higher education as defined in W. Va. Code §18C-5-2;~~

~~5.3.6. any approved distance education, including world wide web based courses;~~

~~5.3.6.1. Approved distance education is defined as a course of study offered via electronic access that has been approved for inclusion in the applicant's program of study by the eligible institution at which the applicant is enrolled or accepted for enrollment.~~

~~5.3.6.2. Approved distance education classes must be authorized by an eligible institution with course credits transferred back to that institution. The vice chancellor for administration shall establish appropriate disbursement procedures for distance education classes.~~

~~5.3.6.3. HEAPS grants shall be available for approved distance education throughout the calendar year, subject only to the availability of funds and provisions of this rule.~~

~~5.4. Each HEAPS grant is eligible for renewal until the program of study is completed but not to exceed an additional nine years beyond the first year of the award. Renewal:~~

~~5.4.1. For the HEAPS Part-time Grant, the institution may renew the grant until the student completes the program of study, but may not exceed an additional nine years beyond the first year of the award.~~

~~5.4.2. For the HEAPS Workforce Grant, the institution may renew the grant up to four years so long as the renewed grant is for the student to complete a different program than the program for which the grant was originally awarded.~~

#### **§133-6-6. Additional Programs and Courses.**

~~6.1. These courses and programs may be offered by the eligible institutions listed in Section 5.3 and by other educational entities and include: In addition to the eligible programs and courses described in W.~~

Va. Code § 18C-5-7, the Council for Community and Technical College Education may approve additional courses or programs for grant funding based on industry need.

~~6.1.1. Programs and courses offered by any nationally accredited, degree-granting institution of higher learning permitted pursuant to W. Va. Code § 18B-3-5;~~

~~6.1.1.1. These courses and programs must be approved by the West Virginia Council for Community and Technical College Education (WVCCTCE).~~

~~6.1.2. Postsecondary Certificate Program which means an organized program of study, approved by WVCCTCE, with defined competencies or skill sets that may be offered for credit or non-credit and which culminate in the awarding of a certificate.~~

~~6.1.3. Industry Recognized Credential Program which means an organized program that meet nationally recognized standards in a particular industry, is approved by WVCCTCE, and which earn a certificate or other credential commonly recognized in that industry.~~

~~6.1.4. Demand Occupation which means any occupation having documented verification from employers that job opportunities in that occupation are currently available or are projected to be available within a year in West Virginia or regions of the State.~~

~~6.1.4.1. 6.2. For the HEAPS Workforce Grant, the Council shall identify “demand occupations”, shall be identified by the WVCCTCE. The Council shall as that term is defined in W. Va. Code § 18C-5-7, and prepare and update annually a list of occupations that they it determines meet the requirements of this definition.~~

~~6.1.5. 6.3. The Council shall also approve “skill development programs,” which means a structured sequence or set of courses, approved by WVCCTCE as defined in W. Va. Code § 18C-5-7, with defined competencies that are designed to meet the specific skill requirements of an occupation and which culminates in the awarding of a certificate of completion that specifically lists the competencies or skills mastered.~~

~~6.1.6. Eligible institutions listed in Sections 5.3.1. through 5.3.6. do not need WVCCTCE approval for Postsecondary Certificate Programs, Industry Recognized Credential Programs, or Skill Development Programs but all other institutions must have Council approval for such programs.~~

### **§133-6-7. Amount of Grant.**

~~7.1. The HEAPS Part-time Grant award for a student enrolled in an approved institution operated under the jurisdiction of an agency of the state or a political subdivision thereof of higher education as defined in W. Va. Code § 18C-5-2 shall be based upon the actual cost of tuition and fees.~~

~~7.2. For students enrolled in any other eligible institution, program, or course, the HEAPS Part-time award shall be no greater than the average amount charged for comparable training at institutions designated in Item Section 7.1.~~

~~7.3. The maximum amount of the HEAPS Workforce Grant shall be set by the Higher Education Policy Commission and based upon available funding and the workforce demands of the State.~~

~~7.3. 7.4. For the HEAPS Part-time Grant, Total aid, including the HEAPS award, may not exceed the recipient’s total cost of education as defined by the institution being attended.~~

7.5. For the HEAPS Workforce Grant, total aid shall not exceed the direct cost of the student’s

academic program.

### **§133-6-8. Agreement to Participate and Reports.**

8.1. In order for an institution to participate in the HEAPS Grant Programs, the president or ~~the chief executive officer~~ the president's designee and the financial aid officer of the institution ~~must~~ shall sign an agreement to participate. This agreement will outline duties of the institutions, including, but not limited to:

8.1.1. Developing policies and procedures for the operation of the HEAPS Grant Programs, covering at a minimum:

~~8.1.1.1. 8.1.1.a.~~ 8.1.1.a. Methods to determine if students meet the eligibility criteria for a HEAPS award;

~~8.1.1.2. 8.1.1.b.~~ 8.1.1.b. Guidelines for distribution of grant funds ~~student awarding~~ when such funds are insufficient to ~~award~~ make distributions to all eligible applicants;

~~8.1.1.3. 8.1.1.c.~~ 8.1.1.c. Delivering awards to eligible students;

~~8.1.1.4. 8.1.1.d.~~ 8.1.1.d. Reporting the number of ~~part-time students in a course of study leading to the certificate or degree program and enrolled for three to eleven hours or its equivalent~~ who participated in the HEAPS-Part-time program and who participated in the HEAPS Workforce program (for determining fund distribution for the coming year). The institutions shall report ~~¶this information will be reported~~ on a form and within a deadline ~~designated~~ prescribed by the Vice Chancellor for Administration;

~~8.1.1.5. 8.1.1.e.~~ 8.1.1.e. Reporting annually the number of HEAPS Part-time and HEAPS Workforce awards made, the total amount of dollars awarded, and such other information as is requested by the Vice Chancellor for Administration. The institutions shall report ~~¶this information will be made~~ on a form and within a deadline ~~designated~~ prescribed by the Vice Chancellor for Administration.

8.2. The Vice Chancellor for Administration shall prepare an annual report on the status of the HEAPS Grant Program. ~~This report shall be presented~~ and present it to the Legislative Oversight Commission on Education Accountability no later than December 1 of each year.

### **§133-3-9. Audits; Grant Withdrawal and Penalty; Unexpended Funds.**

9.1. Participating institutions ~~shall be~~ are subject to such audits and program reviews as may be required by the Vice Chancellor for Administration.

9.2. The Vice Chancellor reserves the right to withdraw a grant from an institution or deny future grant applications upon determination of the institution's unsatisfactory compliance with either this rule or the specifications of the grant application.

9.3. An institution shall reimburse to the Vice Chancellor the total sum of a grant not properly used or accounted for pursuant to this rule.

9.4. An institution shall return any unexpended funds remaining at the end of the academic year to the Vice Chancellor.

**West Virginia Higher Education Policy Commission  
Meeting of June 16, 2023**

**ITEM:** Approval of Amendments to Series 7, Legislative Rule, West Virginia Providing Real Opportunities for Maximizing In-State Student Excellence (PROMISE) Scholarship Program

**INSTITUTIONS:** All

**RECOMMENDED RESOLUTION:** *Resolved*, That the West Virginia Higher Education Policy Commission approves the amendments to Series 7, Legislative Rule, West Virginia Providing Real Opportunities for Maximizing In-State Student Excellence (PROMISE) Scholarship Program, to be filed with the Secretary of State for a 30-day public comment period, and if no substantive comments are received, extends its final approval.

**STAFF MEMBERS:** Kristin Boggs and Tana Pendell

**BACKGROUND:**

The proposed amendments to Series 7, which was last updated in 2019, update course load and grade requirements for the Promise Scholarship, streamline language, and clarify terms.

In Sections 9.1.1 and 9.1.4, the proposed revisions would allow students to be considered full-time under certain circumstances during terms when they may not be taking a full-time, degree pursuant course load. Students would remain eligible if they successfully complete all available degree pursuant courses during the institution's regular academic year and meet all other renewal requirements. This will allow more students to maintain the award.

In Section 9.1.2, the proposed revisions allow students to maintain a cumulative 2.75 grade point average (GPA), rather than 3.0, each year to be eligible to renew the Promise Scholarship. This would allow around 100 additional students per year to maintain eligibility standards. Students in some challenging majors can have a difficult time maintaining the current GPA requirement.

As a result of the proposed Section 13 changes, appeals will be reviewed by the Vice Chancellor of Administration and/or his designee instead of a review committee because statutory authority for the program resides with the Vice Chancellor.

A definition section has been added in Section 16 to provide clarification of terms, including the addition of various individualized instruction programs leading to a high school diploma, so there is no confusion about students' Promise Scholarship eligibility.

The remaining changes are technical.



**TITLE 133  
LEGISLATIVE RULE  
WEST VIRGINIA HIGHER EDUCATION POLICY COMMISSION**

**SERIES 7  
WEST VIRGINIA PROVIDING REAL OPPORTUNITIES FOR MAXIMIZING IN-STATE  
STUDENT EXCELLENCE (PROMISE) SCHOLARSHIP PROGRAM**

**§133-7-1. General.**

1.1. Scope. -- This rule establishes guidelines and procedures for ~~establishing~~ achieving and maintaining eligibility for the West Virginia Providing Real Opportunities for Maximizing In-State Student Excellence Scholarship Program, hereinafter referred to as PROMISE.

1.2. Authority. -- West Virginia Code §18B-1-6 and §18C-7-6.

1.3. Filing Date. -- ~~April 1, 2019.~~

1.4. Effective Date. -- ~~May 1, 2019.~~

1.5. Sunset Date. -- This rule shall terminate and have no further force or effect ~~upon May 1, 2024~~ on August 1, 2029.

**§133-7-2. Eligibility of High School Graduates for Initial Award.**

2.1. To be eligible for an initial PROMISE Scholarship, a high school applicant ~~must~~ shall be eligible for the award both at the time of application and at the time ~~the award is received~~ of receipt of the award by meeting all ~~academic~~ criteria in place outlined in this rule at the time of application and award; and

~~2.1.a.~~ 2.1.1. ~~Must~~ Shall complete ~~high school~~ graduation requirements at a West Virginia ~~public, private or home school~~ high school, as defined in Section 16 below, unless he or she qualified as a military dependent under Section 5 of this rule or has commuted to an out-of-state high school pursuant to Section 6 of this rule; and

~~2.1.b.~~ 2.1.2. ~~Must~~ Shall complete at least one-half of the credits required for ~~high school~~ graduation through attendance at a ~~public, private or home~~ high school in this State, unless he or she qualified as a military dependent under Section 5 of this rule or has commuted to an out-of-state school pursuant to Section 6 of this rule; and

~~2.1.c.~~ 2.1.3. ~~Must~~ Shall apply for the scholarship within two years of graduation from high school or within two years of obtaining a GED or equivalent unless the applicant entered the United States Armed Services pursuant to Section 4 of this rule; and

~~2.1.d.~~ 2.1.4. ~~Must~~ Shall have attained a cumulative grade point average of at least 3.0 on a 4.0 scale, based on ~~county board~~ high school grading policies, in both core courses and overall coursework required for graduation by the State Board of Education or the appropriate person at the applicant's high school, while enrolled in a ~~public or private~~ high school. ~~If home schooled pursuant to the exemption allowed by W.Va. Code §18-8-1 as documented by the county school board system, the applicant must have completed in both the 11th and 12th grades the required core and elective coursework necessary to prepare students for success in postsecondary education at the associate and baccalaureate levels by attaining a cumulative grade point average of at least 3.0 on a 4.0 grading scale in both core courses and overall coursework as determined by the Commission; and~~

~~2.1.e. 2.1.5.~~ Must Shall meet standardized test score criteria on an ACT or SAT national test as established by the ~~West Virginia Higher Education Policy Commission~~ (Commission); and

~~2.1.f. 2.1.6.~~ The applicant and his or her parent or legal guardian shall have resided in West Virginia continuously for a minimum of ~~twelve~~ 12 consecutive months immediately preceding the final date of application for a PROMISE Scholarship, unless the applicant or the applicant's parent or legal guardian was, at all relevant times, a member of the United States Armed Services pursuant to Section 4 of this rule or a military dependent pursuant to Section 5 of this rule, and be a United States citizen, a U.S. permanent resident, or an eligible non-citizen who meets the residency requirements for Federal Student Aid; and

~~2.1.g. 2.1.7.~~ Must Shall submit both the Free Application for Federal Student Aid and any application form required by the Commission by the deadline established by the Commission; ~~however:~~ Provided, That

~~2.1.g.1.~~ Any student who misses the deadline for application may apply by a later date established by the Commission for a spring semester award. This option is contingent upon the availability of funding for late awards.

2.2. The applicant's high school shall determine the grade point average required in Section 2.1.d. will be determined by the appropriate school official by Subsection 2.4.1. of this rule at the end of the applicant's sixth high school semester. However, the high school may determine the final calculation of the grade point average and eligibility for the award may be determined as late as after the eighth semester.

2.3. The applicant's high school may use weighted grades may be used in the computation of a student's an applicant's core and overall grade point average based on county board the high school's grading policies.

2.4. ~~A student who applied for and~~ An applicant who was deemed eligible for a PROMISE award ~~must shall~~ enroll for the first regularly scheduled enrollment period after being selected unless granted a ~~deferment under the leave of absence provisions of pursuant to Section 9.6. and 9.7. or 9.8. below.~~

2.5. ~~A student~~ An applicant who was deemed eligible for a PROMISE award but elects not to enroll at an eligible institution ~~set forth in Section 7 of this rule~~ may regain eligibility ~~providing the student if he or she~~ discontinues enrollment at the ineligible institution no later than one academic year after high school graduation and re-enrolls at an eligible institution. ~~Any such~~ The re-enrolling student must shall meet the eligibility standards for a PROMISE award renewal set out in Section 9 of this rule.

2.6. Only full-time, first-year students are eligible to receive initial awards. Students already enrolled at a higher education institution are not eligible to apply for a PROMISE award except as provided in Subsection 2.1.7. above.

### **§133-7-3. Eligibility for Graduates of Alternative Educational Programs.**

3.1. ~~A person~~ Upon approval of the Vice Chancellor, an applicant who successfully completed an alternative educational program, such as the Mountaineer Challenge Academy, ~~approved by the Director of State Financial Aid Programs,~~ is eligible for a PROMISE award, ~~but only~~ if he or she has passed a State Board approved high school equivalency examination with a minimum score determined by the Commission.

3.2. ~~A graduate of such programs must~~ An applicant from an alternative education program shall apply for a PROMISE award within two years of ~~the earlier of passing a State Board approved high school equivalent equivalency examination or the date the student's applicant's home high school class would normally have graduated, whichever is earlier, and meet all other criteria established by the Commission at the time of application established by the Commission,~~ including required scores on national standardized tests.

3.3. The parents or legal guardian and the applicant ~~must~~ shall meet the residency requirements set out in Section 2.4.f. of this rule.

3.4. A student passing a State Board approved high school ~~equivalent~~ equivalency examination under other exceptional circumstances may appeal for scholarship consideration under the provisions of Section 13 of this rule.

#### **§133-7-4. Eligibility of ~~Members~~ Veterans of Armed Services.**

4.1. A person who entered full-time, active duty with the United States Armed Services within two years of ~~his or her~~ graduating from high school graduation or obtaining a GED or equivalent and is discharged with a status other than dishonorable is eligible to apply ~~or claim~~ for and receive a PROMISE award within seven years of the time he or she ~~has~~ initially entered military service. However, this eligibility ends one year after discharge from ~~such~~ military service.

4.2. The applicant ~~must~~ shall, ~~at the time of the application~~, meet all other criteria established by the Commission for eligible high school graduates ~~at the time of the application~~, including high school grade point average and required scores on national standardized tests.

4.3. The applicant ~~must~~ shall meet the residency requirements set out in Section 2.4.f. of this rule, or have entered military service from this State, and not have established domicile in another state at any time during that military service.

4.4. A student attending a United States military academy is ~~only~~ eligible for a PROMISE award if he or she leaves the military academy and meets the requirements of Section 2.5 of this rule.

#### **§133-7-5. Eligibility of Military Dependents.**

5.1. The Commission shall waive the credit hour ~~requirements in Section 2.1.b.~~ and ~~the~~ residency requirements ~~of established in~~ Section 2.4.f. of this rule ~~shall be waived~~ if:

~~5.1.a.~~ 5.1.1. The applicant both resided in a state other than West Virginia and attended high school in another state or in a United States territory, United States possession, or foreign country; and

~~5.1.b.~~ 5.1.2. Resided with his or her parent or legal guardian; and

~~5.1.c.~~ 5.1.3. The applicant's parent or legal guardian served in the United States Armed Forces while the student attended high school in ~~such another~~ state, a United States territory or possession or a foreign country; and

~~5.1.d.~~ 5.1.4. The parent or legal guardian was stationed for military purposes in ~~such another~~ state, a United States territory or possession, or a foreign country; and

~~5.1.e.~~ 5.1.5. The parent or legal guardian maintained legal residence in West Virginia while stationed in ~~such another~~ state, a United States territory or possession or a foreign country.

#### **§133-7-6. Eligibility of Commuting Resident Students Attending High School Out-of-State.**

6.1. The Commission shall waive the credit hour requirements in Section 2.4.b. of this rule ~~shall be~~ waived if:

~~6.1.a.~~ 6.1.1. The applicant resided with his or her parent or legal guardian full time in West Virginia while attending high school in another state; and

~~6.1.b. Resided with his or her parent or legal guardian; and~~

~~6.1.c. 6.1.2.~~ The parent or legal guardian and the applicant ~~must have met~~ meet the residency requirements set out in Section 2.4.f. of this rule; and

~~6.1.d. 6.1.3.~~ The ~~student~~ applicant commuted from ~~this state~~ and returned to West Virginia on a daily basis while attending the out-of-state high school; Provided, That overnight school activities or social activities or visitation with a noncustodial parent in another state may not vitiate an applicant's residency status; Provided, however, That in order to meet the residency requirements of this rule, an applicant and his or her parent or legal guardian must reside, both physically and legally, in West Virginia; and

~~6.1.e. 6.1.4.~~ The ~~student~~ applicant was a dependent of the parent or legal guardian with whom the ~~student~~ he or she resided in West Virginia; and

~~6.1.e.1. A dependent student is one who is required to provide parental information on the Free Application for Federal Student Aid because the student does not meet the criteria to be classified an independent student contained in the Higher Education Act of 1965 as amended and implementing regulations.~~

~~6.1.f. 6.1.5.~~ The ~~student~~ applicant has not established domicile in another state; and

~~6.1.g. The school to which the student commuted was fully accredited to a degree acceptable to West Virginia's State Superintendent of Schools; and~~

~~6.1.h. 6.1.6.~~ The high school's curriculum requirements for graduation are equivalent, or sufficiently similar to, those required for high school graduation in this State.

#### **§133-7-7. Eligible Institutions. [Reserved]**

~~7.1. Only those institutions specified in W. Va. Code §18C-7-3, or any other regionally accredited, not-for-profit institution in this state approved by the Commission, are eligible to participate in the PROMISE Scholarship Program.~~

#### **§133-7-8. Awards.**

~~8.1. "Tuition and mandatory fees" means the quarter, semester or term charges imposed by a state institution of higher education upon all students as a required condition of enrollment.~~

~~8.1.a. For purposes of this rule, West Virginia University's undergraduate health sciences students shall be treated as paying the same amount of tuition and mandatory fees as all other West Virginia University undergraduate students.~~

~~8.1.b. West Virginia University, Potomac State College of West Virginia University and West Virginia University Institute of Technology are considered separate institutions for purposes of determining tuition rates.~~

~~8.2. 8.1.~~ Students awarded a Recipients of a PROMISE Scholarship shall receive an award equal to the lesser of \$4,750 or the actual amount of tuition and mandatory fees charges for resident students at the home institution or an amount determined by the Commission based on the availability of adequate funding; Provided, That in no event shall the amount of the award be greater than the actual cost of tuition and mandatory fees charged by the home institution.

~~8.3. 8.2.~~ The Commission may Aawards may be made PROMISE for summer school. To be eligible for

a summer award, ~~a student must~~ an applicant shall be academically eligible for ~~scholarship~~ PROMISE continuation at the end of the spring semester preceding the summer ~~that assistance is requested~~ term for which the applicant is applying. Any summer award under this ~~provision~~ section is dependent upon the availability of funds as determined by the Commission.

~~8.3.a. 8.2.1.~~ 8.2.1. Priority for summer awards ~~will~~ shall be based on class rank, with the highest priority given to ~~students~~ recipients closest to graduation.

~~8.3.b. 8.2.2.~~ 8.2.2. ~~Students~~ Recipients, other than those graduating at the end of the summer term of enrollment, ~~must~~ shall be enrolled for at least 12 credit hours unless ~~granted~~ the Commission grants a waiver of the full-time requirement ~~by the Commission~~.

~~8.3.c. 8.2.3.~~ 8.2.3. A summer award counts as a semester of utilization toward the maximum number of available semesters.

~~8.2. Only full-time, first-year students may receive initial awards. Students already enrolled at a higher education institution are not eligible to apply for a PROMISE award except as outlined in Section 2.1.g.1.~~

~~8.3. If the Commission determines that adequate funds are available it may make PROMISE awards greater than \$4,750, but not in excess of actual resident tuition and mandatory fees.~~

### **§133-7-9. Eligibility for Renewal of Awards.**

9.1. For a ~~student~~ recipient to retain or ~~have~~ renew the PROMISE award ~~renewed~~ each year, the ~~student~~ must recipient shall:

~~9.1.1.~~ 9.1.1. Be continuously enrolled as a full-time undergraduate student; ~~except~~ Provided, That during the last academic year of scholarship eligibility or if the institution does not offer enough degree pursuant courses during a term to allow the recipient to be considered full-time, the ~~student~~ recipient may be enrolled less than full-time and remain eligible for renewal; and

~~9.2. 9.1.2.~~ 9.1.2. Maintain at least a 2.75 grade point average on a 4.0 scale ~~the first year and a 3.0 cumulative grade point average in subsequent years~~ by the end of each academic year; and

~~9.3. 9.1.3.~~ 9.1.3. Complete and earn a minimum of 30 credit hours in each academic year for a ~~student~~ recipient who receives a two-semester award in an academic year. ~~If a student receives~~ For a single-semester award, the ~~student must~~ recipient shall complete and earn a minimum of 15 credit hours in the academic year.

~~9.3.a. 9.1.3.a.~~ 9.1.3.a. Upon approval of the home institution, the recipient may use College-Level Examination Program (CLEP) credits ~~may be used~~ to meet the minimum credit hours requirement.

~~9.3.b. —Credit for a course taken again during the same award year, including the summer, to improve a grade or for any other purpose, may only be counted once in meeting the credit hour requirement.~~

~~9.3.c. 9.1.3.b.~~ 9.1.3.b. For calculating renewal, The academic year for calculating renewal begins with the fall semester and ends with the summer semester.

9.1.4. If the recipient's home institution does not offer enough degree pursuant courses during the academic year to allow the recipient to meet the credit hour requirement of this subsection, the recipient remains eligible for renewal of the PROMISE award if he or she successfully completes all available degree pursuant courses during the home institution's regular terms in the academic year, excluding the summer term, and meets all other renewal requirements set forth in this rule.

~~9.4. 9.2.~~ A student recipient seeking an associate's degree is eligible to receive a PROMISE award for no more than a total of four semesters of a two-year degree program. Recipients who received a PROMISE award to obtain an associate's degree shall meet the renewal requirements of this section in order to receive a PROMISE award to pursue a bachelor's degree.

~~9.4.a. The student must meet the renewal requirements to receive a PROMISE award for a baccalaureate program.~~

~~9.5. 9.3.~~ A student recipient seeking a baccalaureate degree is eligible to receive a PROMISE award for no more than eight semesters of a four-year degree program.

~~9.6. 9.4.~~ If a student enrolls A recipient enrolled in a summer school term to attain the minimum credit hours required by Section 9.3 Subsection 9.1.3. or achieve the grade point average required by Section 9.2 Subsection 9.1.2., he or she shall may not receive a PROMISE award for that summer school enrollment term. The recipient shall successfully complete the summer school enrollment must be completed term before the commencement of the home institution's regular semester of the PROMISE-eligible institution the student is attending. Summer school Upon approval of the recipient's home institution, the recipient may obtain summer term credits may be obtained from an out-of-state institution with approval of the home institution.

~~9.6.a. 9.4.1.~~ All college credit hours and corresponding grades must be counted in In determining PROMISE Scholarship eligibility, eligible institutions shall count all college credit hours and corresponding grades regardless of whether or not the college institution accepts these credits. Any In determining eligibility for PROMISE renewal, eligible institutions may not count toward the credit hour requirement any college credit hours the recipient earned prior to the first semester of fall or spring enrollment may not be counted toward the credit hour requirement in determining eligibility for award renewal.

~~9.7. 9.5.~~ PROMISE Scholarship ~~students are expected to~~ recipients shall maintain continuous enrollment in addition to the other renewal requirements set forth in this section. However, a home institution may waive this requirement may be waived by an institution of higher education for a recipient's medical or family bereavement absence consistent with the home institution's program policies. The home institution may also grant a leave of absence for students entering or being called to military active duty or enrolling in a study abroad program, internship, or co-op program.

~~9.8. 9.6.~~ Other Recipients shall submit other requests for leaves of absence must be submitted in writing by the student to the Director of State Financial Aid Programs to the Vice Chancellor. Student "Other leave of absence requests" submitted to the director may include, but are not limited to, programs issues directly related to the student's recipient's educational program, study abroad, extreme financial hardships of the student recipient or the student's recipient's immediate family, service or volunteerism, or other extraordinary circumstances beyond the student's recipient's control when continued attendance would create a result in substantial hardship for the student recipient.

~~9.9. 9.7.~~ A student recipient granted a leave of absence under the provisions of pursuant to Section 10.7 or 10.8 9.5. or 9.6. above and who resumes his or her education at an eligible institution, assuming he or she meets all other eligibility requirements at the time the leave of absence was granted, shall retain PROMISE eligibility for a PROMISE Scholarship until the first any of the following events occurs:

~~9.9.a. 9.7.1.~~ The student recipient received four semesters of PROMISE Scholarship assistance while enrolled in an associate degree program or graduated from the associate degree program; or

~~9.9.b. 9.7.2.~~ The student recipient received eight semesters of PROMISE Scholarship assistance while enrolled in an associate and/or baccalaureate program or graduated from the baccalaureate degree program; or

~~9.9.e.~~ 9.7.3. The sum of the number of academic years from the date of the student's recipient's selection as a PROMISE Scholarship recipient equals six years, except for the military service provisions of Section 4.

#### **§133-7-10. Duty of PROMISE Recipient Graduates.**

10.1. By accepting a PROMISE award, the recipient agrees to provide ~~the~~ any information the Commission may request regarding the recipient's address after graduation, employment after graduation, whether and where the recipient is enrolled in post-graduate programs, and ~~such~~ other relevant information as the Commission may deem necessary to assess the effectiveness of the PROMISE Scholarship Program.

#### **§133-7-11. Community Service for Applicants.**

11.1. Applicants for and recipients of PROMISE awards are strongly urged to perform at least 20 hours of unpaid community service while in high school and college. The community service may include, but is not limited to, participation with non-profit, governmental, institutional, or community-based organizations designed to improve the quality of life for community residents, meet the needs of community residents, or foster civic responsibility.

#### **§133-7-12. Coordination with Other Financial Aid.**

12.1. Eligible institutions and recipients shall coordinate PROMISE Scholarship awards ~~shall be coordinated~~ with other financial aid and grant programs in the following manner:

~~12.1.a.~~ 12.1.1. Eligible institutions and recipients shall use PROMISE awards ~~must be utilized~~ in a manner that maximizes federal scholarship ~~and~~ grant funding (e.g. Pell Grant), ~~and should~~ Eligible institutions may not be administered their PROMISE programs in a manner that would result in the loss of federal grant ~~or~~ scholarship funds to a student recipient or to the State of West Virginia.

~~12.1.b.~~ 12.1.2. Eligible institutions and recipients shall use PROMISE Scholarship awards ~~must be used~~ only for tuition and fees.

12.2. Eligible ~~institutions are strongly encouraged to~~ shall allow maximum flexibility in the use of institution-based financial aid awards so that they can be used in conjunction with the PROMISE award. The amount of a PROMISE award in combination with student financial aid from all other sources ~~shall~~ may not exceed the cost of ~~the~~ attendance at the recipient's home institution ~~the recipient is attending~~. This restriction does not apply to members of the West Virginia National Guard.

12.3. For ~~these students~~ recipients eligible for federal grant assistance, such as the Federal Pell Grants, the federal assistance ~~should~~ shall be considered the first source of all scholarship ~~or~~ grant funding to the extent permissible under federal law. For ~~students~~ recipients awarded both a PROMISE Scholarship and a need-based grant through the West Virginia Higher Education Grant Program, the PROMISE Scholarship awards shall be considered the first source for these two ~~scholarship/grant~~ programs. Eligible institutions and recipients may combine West Virginia Higher Education Grants ~~may be combined~~ with PROMISE awards as provided for ~~annually by program policies in this rule and the West Virginia Higher Education Grant Program rule, 133 C.S.R. 42.~~

12.4. Should the PROMISE Scholarship award plus the amount of other financial awards exceed the cost of attendance, the home institution's financial aid administrator, in consultation with the recipient, ~~will~~ shall determine what aid is to be reduced. This adjustment ~~should~~ shall be to the best advantage of the recipient.

12.5. If a PROMISE-recipient terminates enrollment for any reason during the academic year, the home institution shall return the unused portion of the scholarship ~~shall be returned~~ to the Commission ~~by the~~

~~institution~~ in accordance with the Commission's rule policy for issuing student financial aid refunds ~~pursuant to the provisions of West Virginia Code §18C-5-1 et seq.~~ If the recipient also received federal financial aid, the home institution ~~must~~ shall abide by the refund policy associated with Title IV funds. The home institution is responsible for returning the unused portion of the scholarship even if the ~~student~~ recipient does not request a refund from the home institution.

### **§133-7-13. Appeals.**

13.1. ~~An applicant for an initial PROMISE Scholarship award may appeal the denial of eligibility for the award with the Director of State Financial Aid Programs. An applicant may appeal in writing to the Vice Chancellor the denial of an application for an initial or renewal award of a PROMISE Scholarship within 15 days of receiving notification of the decision. The Vice Chancellor shall issue a written decision upholding or reversing the initial decision within 15 days of receipt of the appeal. The Vice Chancellor's decision is final.~~

13.2. ~~Any appeal must be filed within fifteen (15) days of the applicant receiving notice that he or she is not eligible for an initial award. The appeal must detail in writing, and with specificity, including the grounds supporting the appeal and a finding of eligibility. The director may require additional evidence or materials from the applicant or other parties. The Vice Chancellor shall refer to the home institution any appeal of a decision concerning satisfactory academic progress that relates to grade earned or credit hour completion for resolution consistent with the home institution's procedures established for that purpose.~~

13.3. ~~If the appeal is denied by the director, the reasons for the denial shall be communicated in writing to the applicant with an explanation of the reason for the denial. All appeals shall be in writing and set forth in detail the grounds for the appeal. The decisions issued by the Vice Chancellor or the home institution, as appropriate, shall address in writing each ground raised by the applicant.~~

13.4. ~~An applicant may appeal the director's decision to a review committee appointed by the Commission.~~

13.5. ~~Any appeal to the review committee must be filed within fifteen (15) days of notification to the applicant that his or her initial appeal was denied. The appeal must be in writing and detail, with specificity, the grounds supporting the appeal. The review committee may require additional evidence or materials be submitted. If the review committee denies the appeal, the reasons for the denial shall be communicated in writing to the applicant with an explanation of the reason for the denial. The decision of the review committee is final.~~

13.6. ~~A student granted an initial PROMISE Scholarship may appeal a non-renewal of the award with the person designated at the institution of higher education where the student is enrolled. The appeal process at the institution shall be governed by an established procedure designated by the institution.~~

13.7. ~~If the appeal of the non-renewal is denied by the institution, the student may appeal that decision to the Director of State Financial Aid Programs. The appeal must be filed within fifteen (15) days of notification to the student of denial of the institutional appeal and shall be heard in the same manner as appeals of denials of initial awards.~~

13.8. ~~If a student with a PROMISE Scholarship is not eligible for renewal of the award because of failure to maintain academic progress, he or she may not utilize the procedure set out herein to challenge any grade assigned them. Challenges to grades must be brought under established institutional procedures for grade appeals. The process set out above may only be utilized to challenge the application of the eligibility requirements to the grade or grades assigned. If a student is successful on a grade or other appeal and the changing of the grade makes him or her eligible once again for renewal, he or she may petition the Commission for a renewal of the award retroactively.~~



**§133-7-14. Reports.**

14.1. The Commission shall report findings about recipients of the scholarships each year to the Legislative Oversight Commission on Education Accountability. Such reports ~~will~~ shall include the following:

~~14.1.a.~~ 14.1.1. Information on the recipients' demographics including race, income, and other variables gathered by the Commission;

~~14.1.b.~~ 14.1.2. Information on ~~students~~ recipients who graduate from college in West Virginia ~~having utilized the PROMISE Scholarship as indicated in Section 10.1 of this rule and continue to live in West Virginia after graduation, obtain employment in West Virginia after graduation, and Enroll in post-graduate education programs;~~ and

14.1.3. Any other information deemed necessary by the Commission to assess the effectiveness of the PROMISE Scholarship Program.

**§133-7-15. Accounting, Reporting, and Auditing Requirements.**

15.1. Before the end of each fiscal year, each institution's financial aid office ~~must~~ shall reconcile its PROMISE Scholarship records with:

~~15.1.a.~~ 15.1.1. The Commission's records of PROMISE Scholarship awards and disbursements; and

~~15.1.b.~~ 15.1.2. The institution's business office records of PROMISE Scholarship disbursements.

15.2. All participating institutions ~~may be~~ are subject to financial aid audits.

**§133-7-16. Definitions.**

16.1. Unless the context in which used clearly requires a different meaning, the definitions contained in §§ 18B-1-2 and 18C-7-3 apply to this rule in addition to the definitions set forth below.

16.2. "Applicant" means a student who has applied for an initial award or renewal reward of a PROMISE Scholarship, but has not yet been awarded the scholarship.

16.3. "Commission" means the West Virginia Higher Education Policy Commission as defined in W. Va. Code § 18B-1-2.

16.4. "Degree pursuant courses" means those classes prescribed by the course program of study that are required to earn a degree in the recipient's chosen field.

16.5. "Dependent student" means a student who is required to provide parental information on the Free Application for Federal Student Aid because the student does not meet the criteria established by the U.S. Department of Education to be classified as an independent student.

16.6. "High school" includes traditional public or private high school, charter school, home school, learning pod, microschool, or other educational program authorized by the Legislature that encompasses education commonly received in grades 9 through 12.

16.7. "Home institution" means the eligible institution, as defined in W. Va. Code § 18C-7-3, attended by the recipient of a PROMISE Scholarship.

16.8. “Recipient” means a person who has been awarded a PROMISE Scholarship in accordance with W. Va. Code § 18C-7-1, et seq. and this rule.

16.9. “State Board” means the State Board of Education created by W. Va. Const. Art. XII, § 2 and defined in W. Va. Code § 18-1-1.

16.10. “Title IV” means the section of the federal Higher Education Act of 1965, as amended, that pertains to federal student financial aid programs.

16.11. “Vice Chancellor” means the Vice Chancellor for Administration, who is statutorily charged with administering the State’s student financial aid programs, or his or her designee.

**West Virginia Higher Education Policy Commission**  
**Meeting of June 16, 2023**

**ITEM:** Approval of Amendments to Series 19, Procedural Rule, Guidelines for the Offering of Early Enrollment Courses for High School Students

**INSTITUTIONS:** All

**RECOMMENDED RESOLUTION:** *Resolved*, That the West Virginia Higher Education Policy Commission approves the proposed amendments to Series 19, Procedural Rule, Guidelines for the Offering of Early Enrollment Courses for High School Students, to be filed as an Emergency Rule with the Secretary of State in accordance with W. Va. Code § 18B-14-4.

*Further Resolved*, That the Commission approves the proposed amendments to Series 19, Procedural Rule, Guidelines for the Offering of Early Enrollment Courses for High School Students, to be filed with the Secretary of State for a 30-day public comment period, and if no substantive comments are received, extends its final approval.

**STAFF MEMBERS:** Kristin Boggs and Corley Dennison

**BACKGROUND:**

During the 2023 regular session, the West Virginia Legislature enacted House Bill 2005 to amend the Code by adding a new section, designated § 18B-14-4, creating a dual enrollment pilot program to be administered by the Commission and West Virginia Council for Community and Technical College Education (Council) in conjunction with the West Virginia Board of Education and to provide for funding, rulemaking, and annual reporting.

The new law establishes a four-year pilot program where eligible institutions offer dual enrollment courses that will comprise individualized pathways for career and post-secondary educational opportunities. Students shall be enrolled in eligible courses leading to careers in “certain designated pathways” that meets a workforce need as determined by the West Virginia Department of Commerce.

West Virginia Code § 18B-4-14(d) also authorizes the promulgation of emergency and legislative rules governing the development, implementation, and administration of the dual enrollment pilot program.

**TITLE 133**  
**PROCEDURAL LEGISLATIVE RULE**  
**WEST VIRGINIA HIGHER EDUCATION POLICY COMMISSION**

**SERIES 19**  
**GUIDELINES FOR THE OFFERING OF EARLY ENROLLMENT COURSES FOR HIGH SCHOOL STUDENTS DUAL ENROLLMENT PILOT PROGRAM**

**§133-19-1. General.**

1.1. Scope -- ~~This policy establishes guidelines for rule details the responsibilities of West Virginia's public colleges and universities for the offering of college courses for high school students regarding the dual enrollment pilot program in matters of curriculum, selection of faculty, quality control, admission, setting tuition and fees, and reporting requirements.~~

1.2. Authority -- West Virginia Code §18B-1-1A; §18B-1-6 and ~~§18B-1B-4; §18B-14-4(d).~~

1.3. Filing Date -- ~~January 29, 2016.~~

1.4. Effective Date -- ~~February 29, 2016.~~

1.5. Repeal of Former Rule. ~~Repeals and replaces Title 133 Series 19, Guidelines for the Offering of Early Enrollment Courses for High School Students, filed July 1, 2014 and effective July 31, 2014 Sunset Date. -- This rule shall terminate and have no further force or effect on August 1, 2027.~~

**§133-19-2. Purpose.**

2.1. ~~Legislative goals established for West Virginia state colleges and universities provide that higher education in West Virginia should contribute fully to the growth, development and quality of life of the state and its citizens. Among these goals is a statutory provision West Virginia Code §18B-1-1A, which states that The dual enrollment pilot program is designed to help high school students earn college and high school credits at the same time by taking courses from the State's public institutions of higher education. The purpose of this program is to promote rigorous academic pursuits while providing more opportunities should be available for advanced high school students to obtain college credit prior to high school graduation.~~

~~This policy details the responsibilities of the state higher education institutions regarding early enrollment programs in matters of curriculum, selection of faculty, quality control, admission, setting tuition/fees, and accountability.~~

**§133-19-3. Principles Definitions.**

3.1. ~~In support of providing opportunities for high school students to obtain college credit prior to high school graduation, early enrollment opportunities shall be designed to follow these principles:~~

- ~~3.1.a. Expand access to college~~
- ~~3.1.b. Increase the college-going rate~~
- ~~3.1.c. Increase student success in college~~
- ~~3.1.d. Enhance college affordability~~

~~While additional programs exist for high school students to obtain college credit, this rule applies to opportunities for early enrollment in college courses. Clarification and definition(s) of existing college credit options are provided in order to distinguish these early enrollment opportunities. Unless the context~~

in which used clearly requires a different meaning, the definitions contained in W. Va. Code §§ 18B-1-2 and 18B-14-4(a) apply to this rule in addition to the definitions set forth below.

3.2. Definitions for reporting purposes: “Accreditation” means a status attained by the university through voluntarily meeting standards established by a nongovernmental entity recognized by the U.S. Department of Education to assess and evaluate the quality of the institution and its programs. In this rule, such entity is referred to as “accreditor.”

~~3.2.a. College credit opportunities which will be counted as credit hours attempted and/or earned for early enrollment reporting purposes are those course sections that are delivered primarily to eligible high school students. The local high school will decide if high school credit will be offered for these courses.~~

~~3.2.b. College credit opportunities which are not counted for early enrollment reporting purposes:~~

~~3.2.b.1. EDGE (Earn a Degree, Graduate Early)~~

~~3.2.b.2. The College Board Advanced Placement Classes~~

~~3.2.b.3. CLEP Examinations~~

~~3.2.b.4. Articulated Credit~~

3.3. “Chancellor” means the chancellor of higher education as defined in W. Va. Code § 18B-1-2 or his or her designee.

3.4. “Fees” means the costs charged by the institution of higher education for the enrollment application, activities required by the institution that may enhance a student’s likelihood of academic success, or course-related or laboratory fees.

3.5. “Secondary school” or “high school” includes traditional public or private high school, charter school, home school, learning pod, microschool, or other educational program authorized by the Legislature that encompasses education commonly received in grades 9 through 12.

3.6. “State Board” means the West Virginia Board of Education created by W. Va. Const. Art. XII, § 2 and defined in W. Va. Code § 18-1-1.

3.7. “State Superintendent” means the State Superintendent of Free Schools as defined in W. Va. Code § 18-1-1 or his or her designee.

3.8. “Textbooks” include traditional books, digital courseware, course material, and open educational resources as defined in W. Va. Code §§ 18B-10-14 and 18B-10-14a respectively.

#### **§133-19-4. Courses.**

~~4.1. Any early dual enrollment course must shall meet the same rigorous academic standards as those required for on-campus instruction by the university’s accreditor. Such standards are essential for maintaining institutional accreditation by the Higher Learning Commission of the North Central Association and for assuring institutional credibility. Courses must utilize college approved syllabi, texts, assignments and assessments. The higher education institution must facilitate communication between the appropriate academic department and the early enrollment faculty member to assure quality.~~

~~4.2. Courses will be~~ The university shall limited dual enrollment courses to lower division undergraduate courses which are jointly agreed upon by the cooperating college or university and high school, and such courses shall be transferable between the State’s institutions of higher education.

4.3. ~~Where practicable, attendance in college courses offered in high schools will be limited to those students registered for college credit. The following college credit opportunities are not part of the dual enrollment pilot program:~~

4.3.1. The State Department's Earn A Degree, Graduate Early (EDGE) program;

4.3.2. The College Board's Advanced Placement (AP) classes;

4.3.3. The College Board's College Level Examination Program (CLEP); and

4.3.4. Articulated credit.

4.4. Each institution offering ~~early dual~~ enrollment courses shall establish policies for the routine evaluation of instructors and courses. ~~Early University personnel shall evaluate dual enrollment faculty will be evaluated by college personnel~~ using the same processes as are used for other faculty.

4.5. Wherever and to the extent practicable, the university shall offer open educational resources for dual enrollment courses.

#### **§133-19-5. Faculty.**

5.1. Faculty teaching ~~early dual~~ enrollment courses ~~must shall~~ meet the minimum faculty credential requirements as specified by the college and as approved by the department and chief academic officer of the college or university that will grant the credit and the university's accreditor.

~~5.2. Faculty teaching early enrollment courses are expected to participate in institutionally offered professional development activities and ongoing collegial interaction to address course content, course delivery, assessment and evaluation.~~

~~5.3. The institution granting college credit university shall assign adjunct/part-time faculty status to high school teachers who teach college courses in the high school, whose Employment of any early enrollment adjunct/part-time faculty must as such shall be consistent with any institutional, statewide and regional accreditation standards for employment of adjunct/part-time faculty.~~

#### **§133-19-6. Admissions.**

~~6.1. High school students desiring to enroll in a college credit bearing course must apply for early enrollment admission status and meet all early enrollment admission requirements for the institution which is offering the college credit course The dual enrollment pilot program is limited to secondary students who are in their junior and senior years of instruction unless the approved pathway requires students to start earlier.~~

~~6.2. Students must meet all course requirements and prerequisites. In addition to meeting these requirements, all students who enroll must have the approval of the high school principal or designee. A participating university shall apply its established admission criteria for secondary school students participating in the dual enrollment pilot program, which may not do either of the following:~~

6.2.1. Be set at a higher standard than the admission criteria established for other students attending the institution; or

6.2.2. Require different standards among students participating in the dual enrollment pilot program based on secondary grade level or student age.

6.3. ~~Opportunities for early enrollment are for students of junior and senior status in the high schools. Any exception must be approved by the institution's chief academic officer. A university is not required to give priority to students participating in the dual enrollment pilot program over other students regarding admission or enrollment into courses: *Provided*, That once a secondary student is enrolled in a dual enrollment course, the university may not displace that student from the course unless he or she voluntarily drops the course or fails to meet student conduct or academic rules established by the university.~~

6.4. Alternative admission requirements may be applicable for specific ~~statewide academic initiatives approved pathways.~~

6.5. ~~Early~~ The university shall afford dual enrollment students have the same rights and responsibilities as on-campus students and ~~have provide them~~ the same level of access to learning resources such as libraries, laboratories, and databases.

### **§133-19-7. Tuition/Fees.**

7.1. ~~To make college courses more accessible to high school students, an institution may use a special tuition and fee structure for West Virginia high school students as provided in Section 7.2 of this rule. Participation in the dual enrollment pilot program shall be at no cost to the participating student. The Commission shall reimburse institutions participating in the dual enrollment pilot program at a rate of \$75 per credit hour as long as funds are available for that purpose.~~

7.2. ~~Special tuition for high school students established by any West Virginia public higher education institution must be set, at a minimum, at \$25.00 per credit hour. All high school students must be charged the special tuition or the regular tuition/fees approved for the institution granting the credit. The credit-granting institution may use tuition/fee waivers or third party sponsors to support the student's cost of the course. In order to receive the reimbursement provided for in Section 7.1., the university shall submit data on a form and by deadlines prescribed by the Chancellor that, at a minimum, identifies the students enrolled and the hours completed at the university.~~

### **§133-19-8. ~~School Reimbursement and Credit Hour Accrual~~ Academic Support Services.**

8.1. ~~Early enrollment courses will be taught by full time or adjunct/part time faculty members of the institution granting the college credit. Each university shall provide the following academic support services for students enrolled in the dual enrollment pilot program:~~

8.1.1. Assign an academic advisor who is employed by the university to each student enrolled at that university in the dual enrollment pilot program and ensure that the following occur:

8.1.1.a. Prior to the first day of the term of enrollment at the university, provide to each participating student the name and contact information of the academic advisor assigned to the student, along with the advisor's office hours and meeting scheduling process; and

8.1.1.b. Require a meeting between the assigned academic advisor and each student enrolled in the dual enrollment pilot program, which meeting shall occur, either virtually or in person, prior to the date on which a withdrawal from a course would negatively affect a participating student's grade point average. The mandatory meeting shall provide information including, but not be limited to, the following:

8.1.1.b.1. Academic resources available to assist students;

8.1.1.b.2. Availability of the academic advisor to assist students after the meeting;



8.1.1.b.3. Process for engaging faculty and other campus resources for academic assistance;

8.1.1.b.4. The university's student handbook and code of conduct; and

8.1.1.b.5. The academic impact of dropping a course after the prescribed no-fault withdrawal date and the impact of failing a course on eligibility for State-sponsored financial aid programs.

8.2. ~~When a high school teacher teaches an early enrollment course during the regular public school day the institution granting the credit may reimburse the high school/county board of education for the instructor's service.~~ Prior to the first day of the university's term of enrollment, each university enrolling a student in the dual enrollment pilot program shall provide to each secondary school counselor or other identified secondary school staff designated to provide counseling services to the students of the secondary school the following information:

8.2.1. A roster of participants from that secondary school who are enrolled at the university and a list of course enrollment for each student participant; and

8.2.2. The date signifying when withdrawal from a course would negatively affect a student participant's grade.

8.3. ~~Consistent with the Higher Education Policy Commission and the Council for Community and Technical College Education policies, credit hours generated by high school students registered in college classes will accrue to the institution granting the credit.~~ The university shall provide each student a comprehensive course syllabus that follows best academic practices and includes, but is not limited to, the following information: learning objectives, course and assignment deadlines, links to university services, contact information for faculty and academic advisors, and any other information necessary to ensure student success.

### **§133-19-9. Accountability Reporting.**

9.1. Each institution ~~which offers college level courses for or in West Virginia high schools must participating in the dual enrollment pilot program shall~~ maintain a records of the courses and enrollments for such courses and submit any reports of college courses for high school students as deemed necessary regarding its dual enrollment program as required by W. Va. Code § 18B-14-4(e)(1) through (6).

9.2. Each institution ~~will~~ shall submit a reports in compliance with requirements set forth by the specifications of the West Virginia Data Policy Advisory Council, the West Virginia Higher Education Policy regarding the immediately preceding academic year to the Commission, and the West Virginia Council for Community and Technical College Education. An annual compliance report must provide evidence of regular interaction between high school early enrollment teachers and college faculty by May 31 each year, on a form and in the manner prescribed by the Chancellor, detailing the information specified in Section 9.1. above.

9.3. Each institution ~~will~~ designate an individual who will be responsible for coordinating and reporting early enrollment opportunities for high school students. Each institution will provide contact information for this person by July 1 of each academic year. If a university fails to submit required information, the Chancellor may withhold payment to, demand repayment from, or suspend the university's eligibility to continue participating in the dual enrollment pilot program.

9.3.1. If the decision is to suspend a university's eligibility, prior to such suspension, the

Chancellor shall send written notice of noncompliance providing the university with 30 days to submit the data before the suspension goes into effect.

9.3.2. If the decision is to withhold payment, the Chancellor shall send written notice of noncompliance stating that the Commission is withholding funding until the university submits the required data.

### **§133-19-10. Notice to Students, Parents or Guardians, and Secondary Schools**

10.1. Participating universities shall post notice of their participation in the dual enrollment pilot program and criteria for student participation in the program on their websites and in all general material and other media they use to advertise participation in postsecondary opportunities to secondary school students. The posting shall include the following:

10.1.1. The courses offered at the secondary schools;

10.1.2. A link to where students can get information regarding academic program requirements;

10.1.3. The criteria for student admission;

10.1.4. The timeline for student application submission;

10.1.5. The timeline for course registration for summer, fall, and spring terms;

10.1.6. Current rate of tuition and fees to be paid by the dual enrollment program; and

10.1.7. The cost of textbooks and other course materials.

10.2. A partnering university shall coordinate with a partnering secondary school to present an informational session for interested students and their parents or guardians. The university shall provide appropriate representative(s) who are able to answer questions regarding admission standards and procedures, program and degree requirements, and the costs covered and not covered by the dual enrollment pilot program.

10.3. Each university admitting and enrolling a student in the dual enrollment pilot program shall issue the following:

10.3.1. Upon enrollment, a preterm notice of admission to the following:

10.3.1.a. The student participant;

10.3.1.b. The student participant's parent or guardian; and

10.3.1.c. The student participant's secondary school;

10.3.2. Not later than 21 calendar days after the first day of classes for a term of enrollment, a confirmation of course enrollment listing the courses and hours of enrollment to every person or entity listed in Subdivisions 10.3.1.a. through 10.3.1.c. above.

10.3.3. No later than 21 calendar days after the last day of classes for a term of enrollment, a notice of course completion listing grade and hours earned to every person or entity listed in Subdivision 10.3.1.a. through 10.3.1.c. above. The university shall provide students and their parents or guardians a copy of the student's transcript upon request, recognizing that parents or guardians have the right to such

information pursuant to the Family Educational Rights and Privacy Act (FERPA) until the student reaches the age of 18 pursuant to 20 U.S.C. 1232g(d).

10.3.4. Information on how a student may participate in the university's course evaluation process upon completion of the dual enrollment course.

**West Virginia Higher Education Policy Commission  
Meeting of June 16, 2023**

**ITEM:** Approval of Amendments to Series 28, Legislative Rule, West Virginia Engineering, Science and Technology Scholarship Program

**INSTITUTIONS:** All

**RECOMMENDED RESOLUTION:** *Resolved*, That the West Virginia Higher Education Policy Commission approves the amendments to Series 28, Legislative Rule, West Virginia Engineering, Science and Technology Scholarship Program, to be filed with the Secretary of State for a 30-day public comment period, and if no substantive comments are received, extends its final approval.

**STAFF MEMBERS:** Kristin Boggs and Tana Pendell

**BACKGROUND:**

The West Virginia Engineering, Science, and Technology Scholarship Program is a merit-based scholarship authorized by W. Va. Code § 18C-6-1, et seq. to incentivize students to go into these fields of study at eligible institutions of higher education.

In Series 28, which was last amended in 2005, the proposed revisions streamline and clarify language, add math as a discipline covered by the scholarship, allow for forbearance of repayment in certain circumstances, and streamline the appeal process. The remaining changes are technical.

133CSR28  
TITLE 133  
LEGISLATIVE RULE  
WEST VIRGINIA HIGHER EDUCATION POLICY COMMISSION  
  
SERIES 28  
WEST VIRGINIA ENGINEERING, SCIENCE AND TECHNOLOGY  
SCHOLARSHIP PROGRAM

**§133-28-1. General.**

1.1. Scope. -- This rule clarifies and implements the West Virginia Engineering, Science and Technology Scholarship Program (WV STEM Program).

1.2. Authority. -- W. Va. Code §18C-6-1**(b)** ~~et seq.~~

1.3. Filing Date. -- ~~April 26, 2005.~~

1.4. Effective Date. -- ~~April 27, 2005.~~

1.5. ~~Modification of Existing Rule: Title 133, Series 28, Legislative Rule of the West Virginia Higher Education Policy Commission dated June 12, 2000.~~ Sunset Provision. – This rule shall terminate and have no further force or effect on August 1, 2029.

**§133-28-2. ~~Purpose.~~ Definitions.**

~~2.1. The intent of the legislation creating the Engineering, Science and Technology Scholarship Program is to:~~

~~2.1.1. Attract talented students to West Virginia colleges and universities to major in engineering, science and technology, and~~

~~2.1.2. Help West Virginia retain its education infrastructure in order to maintain economic growth.~~

2.1. Unless the context in which used clearly requires a different meaning, the definitions contained in W. Va. Code §§ 18B-1-2 and 18C-6-2 apply to this rule in addition to the definitions set forth below:

2.2. “Applicant” means a student who has applied for an initial award or renewal award of a West Virginia Engineering, Science, and Technology Scholarship, but has not yet been awarded the scholarship.

2.3. “Commission” means the Higher Education Policy Commission established by W. Va. Code § 18B-1B-1.

2.4. “Recipient” means a student who met the criteria for and received or is receiving the West Virginia Engineering, Science, and Technology Scholarship as provided in W. Va. Code § 18C6-1, et seq. and this rule.

2.5. “Vice Chancellor” means the Vice Chancellor for Administration, as that term is defined by W. Va. Code § 18B-4-2, or his or her designee.

**§133-28-3. ~~Funding.~~ [Reserved]**

~~3.1. Special revenue fund known as the "Engineering, Science and Technology Scholarship Fund" will be created in the State Treasury to be administered by the Vice Chancellor for Administration of the West Virginia Higher Education Policy Commission solely for granting scholarships to students enrolling in qualifying educational programs in engineering, science and technology.~~

~~3.2. Monies appropriated by the Legislature, monies received from collections, interest earned on these monies, and monies received by the Vice Chancellor for Administration from other sources will be placed in this fund.~~

~~3.3. Monies remaining at the end of the fiscal year shall not expire or revert and will be used for future scholarships.~~

~~3.4. Additional funding may be received from gifts, grants, contributions, bequests, or endowments.~~

~~3.5. The Vice Chancellor for Administration shall make a reasonable effort to encourage external support for the scholarship program.~~

~~3.6. Fund balances shall be invested with the state's consolidated investment fund.~~

~~3.7. In order to encourage support for the Engineering, Science and Technology Scholarship Program, the Vice Chancellor for Administration may set aside up to one half of the funds appropriated by the Legislature to match non-state source contributions on behalf of a specific institution of higher education in this state. Such match shall be at the rate of two state dollars to each one dollar contributed by a private source.~~

#### **§133-28-4. Administration. [Reserved].**

~~4.1. The Engineering, Science and Technology Scholarship Program shall be administered by the Vice Chancellor for Administration or her/his designee.~~

~~4.2. The Vice Chancellor for Administration, in accordance with a rule promulgated by the West Virginia Higher Education Policy Commission, shall establish appropriate guidelines for program operation.~~

~~4.3. A scholarship selection panel shall be appointed by the West Virginia Higher Education Policy Commission to select the recipients of Engineering, Science and Technology Scholarship Program awards from among those applicants who meet the eligibility criteria set forth in this rule.~~

~~4.3.1. The panel shall consist of seven persons:~~

~~4.3.1.1. One member representing West Virginia engineering, science, and technology professionals,~~

~~4.3.1.2. One member representing community colleges, and~~

~~4.3.1.3. Five members representative of West Virginia engineering, science, and technology higher education administrators and educators.~~

~~4.4. The Vice Chancellor for Administration shall solicit the views of public and private engineering, science and technology agencies and institutions and other interested parties in developing the selection criteria and procedures to be used by the selection panel. These views may be solicited by means of written and published selection criteria and procedures in final form for implementation. Views may also be solicited by means of public hearings on the present and projected engineering, science and technology needs of the state.~~

~~4.4.1. Views may be solicited by such means as:~~

~~4.4.1.1. Contacting various engineering, scientific and technological organizations in the state with an invitation to contribute suggestions as to selection criteria.~~

~~4.4.1.2. Contacting educators in the fields of engineering, science and technology at state colleges and universities to solicit their views.~~

~~4.4.1.3. Inviting officials from selected industries to present their suggestions as to selection criteria.~~

### **§133-28-5. Number and Amount of Awards.**

~~5.1. Engineering, Science and Technology Scholarship Program awards shall not exceed \$3,000 per year for a maximum of four academic years for a baccalaureate degree.~~

~~5.1.1. An award cannot may not~~ exceed the actual cost of tuition and fees at the eligible institution the recipient is attending or \$3,000, whichever is less. If the recipient received other aid to be applied to tuition and fees, the student may use the Engineering, Science and Technology WV STEM Scholarship Program award ~~may be used~~ for other education related expenses so long as the award does not exceed the amount of tuition and fees or \$3,000, whichever is less.

5.2. ~~An Engineering, Science and Technology~~ WV STEM Scholarship Program award plus other financial assistance awarded to the recipient shall not exceed the cost of attendance as determined by the institution the student is attending. Cost of attendance ~~will~~ shall include the cost of tuition and fees, reasonable allowances for books, educational supplies, room and board, and other expenses necessitated by individual circumstances such as a physical disability.

~~5.2.1. Should the scholarship award plus the amount of other financial awards exceed the cost of attendance, the institution's financial aid officer, in consultation with the recipient will determine what aid is to be reduced. This adjustment should be to the best advantage of the recipient.~~

~~5.3. No more than three hundred new scholarships shall be awarded per academic year.~~

~~5.4. There shall be no more than a total of one thousand outstanding scholarships during any academic year.~~

~~5.5. Not less than 20 percent of money appropriated may be awarded to students enrolled in certificate and associate degree programs.~~

### **§133-28-6. Application Process.**

~~6.1. Application forms will be made available to public and private high schools and institutions of higher education in the state and other locations convenient to potential applicants, parents and others. Also, application materials will be available on appropriate higher education websites. To apply for the WV STEM scholarship, students shall complete the application on a form and by a deadline prescribed by the Vice Chancellor.~~

~~6.2. Applications may be distributed and the program advertised to interested parties such as, but not limited to, the National Association for the Advancement of Colored People, the West Virginia Division of Rehabilitation Services, and the West Virginia Women's Commission in an effort to attract students from low income backgrounds, ethnic or racial minority students, students with disabilities, and women or minority students who show interest in pursuing careers in engineering, science, and technology and who are underrepresented in those fields.~~

~~6.3. Applications will be submitted on an application form approved by Vice Chancellor for Administration.~~

~~6.4. Applications must be submitted by such deadline as may be designated by the Vice Chancellor for~~

Administration.

### **§133-28-7. ~~Eligibility Criteria~~ Scholarship Agreements.**

~~7.1. Academic ability shall be the primary criteria for selecting scholarship recipients.~~

~~7.2. To be eligible to receive an Engineering, Science and Technology Scholarship, applicants must meet the following conditions:~~

~~7.2.1. Be a United States citizen or resident alien who meets the definition of an eligible non-citizen under federal Title IV student aid requirements.~~

~~7.2.2. Have a cumulative grade point average (GPA) of at least 3.0 on a 4.0 grading scale or its equivalent upon graduating from high school or have a cumulative average GPA of 3.0 on a 4.0 grading scale after completing two semesters of course work at an eligible institution of higher education.~~

~~7.2.3. Be enrolled or accepted for enrollment in an engineering, science or technology program leading to a certificate or an associate or baccalaureate degree at an eligible institution of higher education. The program must be:~~

~~7.2.3.1. An Accrediting Board of Engineering Technology (ABET) approved technology major~~

~~7.2.3.1.1. This is defined as a major approved by the Technology Accreditation Commission of the ABET;~~

~~7.2.3.2. An ABET approved engineering major;~~

~~7.2.3.2.1. This is defined as a major approved by the Engineering Accreditation Commission of the ABET;~~

~~7.2.3.3. A science major;~~

~~7.2.3.4. An engineering or technology program or major that has been approved by the Vice Chancellor for Administration; or~~

~~7.2.3.5. A program leading directly to specialized certification as established by appropriate industry standards.~~

~~7.2.4. Be enrolled or accepted for enrollment at an eligible institution of higher education.~~

~~7.2.4.1. Eligible institutions include all state institutions of higher education as defined in Section Two, Article One, Chapter Eighteen b of the State Code of West Virginia, Alderson Broaddus College, Appalachian Bible College, Bethany College, Davis and Elkins College, Ohio Valley College, Salem International University, The University of Charleston, West Virginia Wesleyan College, Wheeling Jesuit University, all in West Virginia, and any other institution of higher education, public or private, approved by the Vice Chancellor for Administration.~~

~~7.2.4.1.1. Only those institutions that are regionally accredited shall be eligible to participate in the Engineering, Science and Technology Scholarship Program.~~

~~7.3. Awarding preference shall be given to applicants who are West Virginia residents.~~

~~7.4. Recipients must be willing to shall sign a scholarship agreement which shall fully disclose the terms and conditions under which an employment obligation, of one year's work in West Virginia for each full year~~



~~of scholarship award or community service relating to engineering, science or technology as approved in advance by the Vice Chancellor for Administration, must be met or repayment will be required as outlined in W. Va. Code § 18C-6-4 and on a form provided by the Vice Chancellor.~~

7.5. In addition to academic criteria, the Vice Chancellor for Administration, ~~in consultation with parties as identified in Section 4.4 of these rules,~~ may consider the following in the selection of ~~Engineering, Science and Technology~~ WV STEM Scholarship recipients: established statewide need for workers in ~~engineering, science and technology~~ STEM-related fields; student's current academic standing, ~~standardized test scores,~~ involvement in extracurricular activities, and financial need; a written essay in which the applicant expresses her/his interest in a career in ~~engineering, science or technology~~ STEM-related fields; and reference letters from ~~former teachers or~~ faculty members.

7.6. ~~To be eligible for scholarship renewal, the recipient must be:~~

7.6.1. ~~Enrolled as a full time student in an eligible institution of education;~~

7.6.2. ~~Pursuing a course of study leading to a certificate, an associate or baccalaureate degree in engineering, science or technology, or leading to specialized certification as established by industry based standards;~~

7.6.3. ~~Maintaining satisfactory progress as determined by the institution being attended; and~~

7.6.4. ~~Maintaining a cumulative GPA of at least 3.0.~~

#### **§133-28-8. Service Obligation.**

8.1. Each recipient of the ~~Engineering, Science and Technology~~ WV STEM Scholarship shall enter into an agreement with the Vice Chancellor for Administration. ~~This agreement shall disclose fully the terms and conditions under which the scholarship is provided and under which repayment of the scholarship may be required. Under this agreement, the recipient shall:~~ in accordance with W. Va. Code § 18C-6-4, which agreement shall be set forth on a form prescribed by the Vice Chancellor for Administration and contain at least the following:

8.1.1. Unless granted a deferment as set forth in Section 10, agree that within one year after ceasing to be a full time student at an eligible institution in an eligible STEM program ~~of engineering, science or technology~~ for which the scholarship was awarded she or he ~~will:~~ shall

8.1.1.1. ~~8.1.1.a.~~ Begin working full-time in an ~~engineering, science or technology related approved STEM~~ field in this State for a duration of not less than one year for each year the scholarship was received, or

8.1.1.2. ~~Begin a program of community service relating to engineering, science or technology as approved in advance by the Vice Chancellor for Administration, or~~

8.1.1.3. ~~8.1.1.b.~~ Begin repayment of all or part of the ~~Engineering, Science and Technology~~ WV STEM Scholarship Program award(s) received plus interest and, if applicable, reasonable collection fees.

8.3. ~~The obligation of this program shall be met within a ten year period. If extenuating circumstances exist, as determined by the Vice Chancellor for Administration, the period for fulfilling the obligation may be extended to fifteen years.~~

8.4. ~~8.2.~~ It is the responsibility of the recipient to provide the Vice Chancellor for Administration with evidence of compliance with the in-state employment ~~or community service~~ requirements.

### §133-28-9. Monetary Repayment.

9.1. ~~If a Δ recipient does not fulfill the service obligation, she/he will be required to make monetary repayment of the scholarship who violates the service obligation or scholarship agreement shall repay the amount of any scholarship award received, plus interest, and, where applicable, reasonable collection fees on a schedule and at a rate as set forth below.~~

9.2. ~~In addition to the repayment of the scholarship, The Vice Chancellor for Administration shall charge interest will be charged at a rate prescribed by the Vice Chancellor for Administration rate of five percent (5%) per year- and Interest will begin to accrue at the time the repayment period begins.~~

9.3. As permitted by federal law, applicable State regulations, and the terms of the scholarship agreement, the Vice Chancellor may assess reasonable collection costs, late charges and attorney fees ~~may be assessed~~ in the collection of delinquent accounts.

9.4. ~~In instances where repayment of the scholarship is necessary, t~~The length of the repayment period shall not exceed ten years; ~~provided, h~~However, if extenuating circumstances exist, the Vice Chancellor for Administration, upon receipt of ~~appropriate~~ documentation sufficient to demonstrate the circumstance, may extend the period for fulfilling the obligation to 15 years. Extenuating circumstances include, but are not limited to, a temporary disability, inability to secure a full-time position in an ~~engineering, science or technology~~ approved STEM field, or serious family illness.

9.5. ~~When, due to poor health, monetary hardship, or other acceptable reasons, a recipient is unable to make payments, a forbearance may be allowed if the Vice Chancellor for Administration or her/his designee has reason to believe, and so documents in the scholar's file, that the recipient does intend to fulfill the monetary obligation. At any time during the repayment period described in Section 9.4, the Vice Chancellor may grant forbearance to the recipient in order to prevent the recipient from defaulting on the repayment obligation or to permit the recipient to resume honoring the repayment obligation after default.~~

9.5.1. For purposes of this Section, “forbearance” means permitting the temporary cessation of payments, allowing an extension of time for making payments, or temporarily accepting smaller payments than previously were scheduled.

9.5.2. The Vice Chancellor may grant forbearance of payments of principal and interest under this Section only if he or she reasonably believes, based upon documentation or other evidence provided by the recipient, that the recipient intends to repay the obligation but, due to poor health or other extenuating circumstances, is currently unable to make the scheduled payments.

9.6. If a recipient fulfils a portion of her/ or his employment obligation, but not the total obligation due, the Vice Chancellor shall pro-rate the repayment amount to be repaid will be pro-rated based upon number of full months the recipient worked. Interest will accrue from the day on which the recipient ceases to fulfill the obligation.

### §133-28-10. Deferment Provisions.

10.1 ~~A recipient is not considered in violation of the agreement entered into and is eligible for consideration of deferment of fulfilling the obligation, including the cessation of interest accrual, provided she/he is:~~ In addition to the deferment conditions established in W. Va. Code § 18C-6-5, a recipient may be eligible for deferment of the repayment obligation based on extenuating circumstances, including disability, unemployment, or other economic hardship; Provided, That any such deferment granted by the Vice Chancellor shall be limited to no more than two years. The recipient's request for deferment shall be accompanied by documentation of the extenuating circumstance sufficient to show the nature and extent of the circumstance.

~~10.1.1. Pursuing a full time course of study at an accredited institution of higher education. The student must provide documentation of enrollment on a semester basis. If the Vice Chancellor approves the deferment request, the recipient may defer making scheduled installment payments and shall not be liable for any interest that might otherwise accrue during the approved deferment period.~~

~~10.2.2. Serving on active duty, not in excess of four years, as a member of the armed services of the United States. The scholar must provide documentation from an authorized military official of the start date of active duty and discharge date. In the event of noncompliance with the deferment terms, the recipient shall repay the full scholarship award to the Higher Education Policy Commission within 60 days from the date of noncompliance.~~

~~10.2. Deferments may also be considered for other conditions and circumstances as may be approved by the Vice Chancellor for Administration.~~

### **§133-28-11. Cancellation of Obligation.**

11.1. A recipient's service and monetary obligation is excused in the event the recipient:

11.1.1. Becomes permanently and totally disabled as established by sworn affidavit of a qualified physician qualified to make such a determination. ~~The Vice Chancellor for Administration may require additional evidence of the disability.~~

11.1.2. Is deceased. The administrator or executor of the decedent's estate shall submit A copy of the death certificate must be submitted to the Vice Chancellor in order to cancel the obligation.

### **§133-28-12. Appeal Process.**

~~12.1. A recipient may appeal any determination of non-compliance with provisions of the scholarship agreement by submitting a written appeal of the specific complaint within 30 days of notification of non-compliance. Such appeal will be submitted to the Vice Chancellor for Administration of the West Virginia Higher Education Policy Commission or her/his designee for a decision. An applicant or institution may appeal in writing to the Vice Chancellor the denial of an application for an initial award or renewal award within 15 days of receiving notification to the Director of State Financial Aid Programs of the decision. The Director may consult with the appeals committee comprised of financial aid staff, and the Director Vice Chancellor shall issue a written decision upholding or reversing the initial decision within 15 days of receipt of the appeal. The decision of the Vice Chancellor is final.~~

### **§133-28-13. Collections.**

13.3. Institutions and ~~Commission staff~~ the Vice Chancellor shall exercise due diligence in collecting monetary repayments from scholarship recipients.

13.2. Institutional due diligence means:

~~13.2.1. Conducting and documenting an entrance interview (individually or in groups) with the scholarship recipient before disbursing funds in an academic year. This requirement may be met by correspondence if the institution determines that a face-to-face meeting is not practical.~~

~~13.2.2. Conducting and documenting an exit interview with the scholarship recipient in which the institution provides the borrower recipient with information necessary to carry out the terms of repayment, reminds the recipient of the rights and responsibilities associated with the scholarship funds, and updates the recipient's personal information to assist in locating the recipient if he or she fails to keep the institution or the Commission Vice Chancellor informed of his or her current address, and notifying the Vice Chancellor in writing of a recipient's separation date.~~

13.3. ~~Commission~~ Vice Chancellor due diligence means:

13.3.1. Conducting and documenting an entrance interview with the scholarship recipient before disbursing funds in an academic year.

~~13.3.1.~~ 13.3.2. Notifying the scholarship recipient of his or her obligations at least twice annually during any grace or deferment period.

~~13.3.2.~~ 13.3.3. Performing regular billing.

~~13.3.3.~~ 13.3.4. Following up past due payments with a series of at least four documented and reasonably spaced attempts to contact the ~~borrower~~ recipient using his or her last known contact information, at least three of which must be in writing at not more than 30 day intervals, before the obligation becomes 120 days past due, provided that the Commission has a current address for the borrower.

~~13.3.4.~~ 13.3.5. Performing ~~address~~ searches for addresses and other contact information when necessary.

~~13.3.5.~~ 13.3.6. Referring defaulted scholarships more than 120 days past due to the Secretary of the Department of Administration or to a collection agent for collection of a claim due to the State in accordance with W. Va. Code § 14-1-1, et seq.

13.4. In place of one or more of the procedures outlined above, institutions and ~~Commission staff~~ the Vice Chancellor may substitute collection techniques that are equally or more effective, Provided, That those collection techniques are allowed by State and federal law.

**West Virginia Higher Education Policy Commission**  
**Meeting of June 16, 2023**

**ITEM:** Approval of Amendments to Series 42,  
Legislative Rule, West Virginia Higher  
Education Grant Program

**INSTITUTIONS:** All

**RECOMMENDED RESOLUTION:** *Resolved*, That the West Virginia Higher Education Policy Commission approves the amendments to Series 42, Legislative Rule, West Virginia Higher Education Grant Program, to be filed with the Secretary of State for a 30-day public comment period, and if no substantive comments are received, extends its final approval.

**STAFF MEMBER:** Kristin Boggs and Tana Pendell

**BACKGROUND:**

Congress passed the FAFSA Simplification Act in December 2020. There are several significant changes to the Free Application for Federal Student Aid (FAFSA) starting with the 2024-25 award year, including replacement of Expected Family Contribution (EFC) with the Student Aid Index (SAI). EFC is being updated to the SAI in all mentions in Series 42.

The eligibility requirements in Section 6 are in code and do not need to be restated in the legislative rule. Appeals will go to the Vice Chancellor and/or his designee instead of a review committee. Additional changes are technical in nature.

**TITLE 133 LEGISLATIVE RULE  
WEST VIRGINIA HIGHER EDUCATION POLICY COMMISSION**

**SERIES 42  
WEST VIRGINIA HIGHER EDUCATION GRANT PROGRAM**

**§133-42-1. General.**

1.1. Scope: This rule establishes guidelines and procedures that will direct the operation of the West Virginia Higher Education Grant Program, hereinafter referred to as the Higher Education Grant Program or Grant Program.

1.2. Authority: -- West Virginia Code ~~§18B-1-6~~, § 18C-5-1(d).

1.3. Filing Date: -- ~~July 5, 2017~~.

1.4. Effective Date: -- ~~August 5, 2017~~.

1.5. Sunset Date. – This rule shall terminate and have no further force or effect ~~upon the expiration of five years from its effective date~~ on August 1, 2029.

**§133-42-2. Purpose and Effect. [Reserved]**

~~2.1. The intent of the legislation creating the higher education grant program is to establish a broad-scale state grant program designed to guarantee that the most able and needy students from all sectors of the state are given the opportunity to continue their programs of self-improvement in approved institutions of higher education.~~

~~2.2. The provisions of this rule that are inconsistent with or different from current administrative procedures and practices will take effect for higher education grant awards upon the effective date of this rule.~~

**§133-42-3. Definitions.**

3.1. Academic Year. A period of time in which a full-time student is expected to complete the equivalent of at least two semesters or other approved academic term.

3.2. Commission. The West Virginia Higher Education Policy Commission as defined in W. Va. Code § 18B-1-2.

3.3. Cost of Attendance. The estimated total amount it will cost a student to attend college during an academic year, including tuition and fees; housing and food for the period of enrollment; books and supplies for education; travel costs directly related to attendance; childcare expenses; costs related to a disability; and other costs determined by the educational institution to be educationally related.

3.4. Council. The West Virginia Council for Community and Technical College Education as defined by W. Va. Code § 18B-2-1.

3.5. Dependent Student. A student who is required to provide parental information on the free application for federal student aid because the student does not meet the criteria established by the U.S. Department of Education to be classified an independent student ~~contained in the Higher Education Act of~~

~~1965 as amended and implementing regulations.~~

3.6. ~~Expected Family Contribution (EFC)~~ Student Aid Index (SAI). The amount that a family is expected to contribute toward a student's education costs under the federal need analysis. For an independent student, ~~EFC-SAI~~ is the same as student contribution. For a dependent student, ~~EFC-SAI~~ is the same as the total of student and parent contributions.

3.7. Financial Aid Package. The total amount of financial aid a student receives during an academic year.

3.8. Financial Need. The demonstrated need of an applicant for financial assistance to meet the actual costs of attending the eligible institution of choice. It is the calculated difference between a student's cost of attendance and his or her ~~EFC~~ SAI.

3.9. Fiscal Year. The State fiscal year begins on July 1 and ends on June 30.

3.10. Free Application for Federal Student Aid (FAFSA). An application that students must complete in order to apply for most forms of financial aid, including the West Virginia Higher Education Grant. The filing of a FAFSA by an individual who indicates West Virginia as his or her state of legal residence will be treated as an application for the West Virginia Higher Education Grant.

3.11. Full-time Student. A student enrolled in a minimum of 12 undergraduate credit hours per semester or other comparable period at an institution with a non-traditional calendar.

3.12. Grant. Financial aid awarded to students that does not have to be paid back. For purposes of this rule, scholarships are included within the definition.

3.13. Higher Education Grant Program/~~or Grant Program~~. Financial aid program ~~described~~ established in W. Va. Code § 18C-5-1, et ~~seq.~~ seq. that provides grants to ~~needy~~ West Virginia residents based on financial need.

3.14. Independent Student. A student who is not required to provide parental information on the free application for federal student aid (FAFSA) because the student meets the criteria contained in the Higher Education Act of 1965 to be classified an independent student ~~contained in the Higher Education Act of 1965 as amended and implementing regulations~~.

3.15. Participating Institution. An institution that is eligible to participate in the West Virginia Higher Education Grant Program and for which a participation agreement is in place.

3.16. Participation Agreement. A ~~document signed by the appropriate institution and Commission officials~~ contract entered into between a participating institution and the Vice Chancellor for Administration that specifies the rights and responsibilities of the institution and the ~~Commission~~ Vice Chancellor as they relate to participation in ~~specific financial aid programs covered by that agreement~~ the Grant Program.

3.17. Title IV. The section of the Higher Education Act of 1965, as amended, that pertains to federal student financial aid programs.

3.18. Undergraduate Student. A student who has not yet ~~received~~ met the requirements for a bachelor's degree and who is deemed an undergraduate student by the institution.

~~3.18.a.~~ 3.18.1. A student who is enrolled in a program that results in the awarding of a bachelor's and master's degree simultaneously and continues to meet the eligibility guidelines for the federal Pell Grant program ~~shall be~~ is considered an undergraduate student if he or she is in his or her first four years

of full-time postsecondary education and has not previously received a bachelor's degree.

~~3.18.b.~~ 3.18.2. A student who is enrolled in a doctor of pharmacy program ~~shall be~~ is considered an undergraduate student if he or she has not previously received a bachelor's degree and is deemed an undergraduate student by the institution.

~~3.19. Unmet Financial Need. When the combination of a student's financial aid package and expected family contribution do not cover the cost of attendance.~~

~~3.20. Vice Chancellor for Administration or Vice Chancellor.~~ Commission employee statutorily charged with overseeing the West Virginia Higher Education Grant Program or his or her designee. ~~Formerly known as the Senior Administrator.~~

#### **§133-42-4. Administration.**

~~4.1. The Vice Chancellor for Administration shall administer the Higher Education Grant Program under the general direction of the Chancellor for Higher Education and the Commission and in consultation with the Chancellor for Community and Technical College Education and the Council.~~

~~4.2.~~ The Higher Education Student Financial Aid Advisory Board shall provide financial aid expertise and policy guidance to the Vice Chancellor for Administration.

~~4.3.~~ 4.2. The Vice Chancellor for Administration may use no more than three ~~(3)~~ percent (3%) of the amount appropriated each year for the higher education grant program for financial aid administration, award processing, and information dissemination.

#### **§133-42-5. Institution Eligibility.**

~~5.1. Students who attend the following types of institutions are eligible to receive a higher education grant:~~ Institutions of higher education eligible to participate in the Higher Education Grant Program are defined in W. Va. Code § 18C-5-2; *Provided*, That institutions that are no longer operational or authorized to confer degrees in West Virginia are not "approved institutions of higher education" as defined therein. Out-of-state institutions that have entered into reciprocal agreements with the Vice Chancellor pursuant to W. Va. Code § 18C-5-6 also are eligible to participate in the Grant Program.

~~5.1.a. Any public higher education institution identified in West Virginia Code §18B-1-2 and §18C-5-2; and~~

~~5.1.b. The following not for profit private higher education institutions in West Virginia: Alderson Broaddus University, Appalachian Bible College, Bethany College, Davis & Elkins College, Ohio Valley University, the University of Charleston, West Virginia Wesleyan College, and Wheeling Jesuit University; and~~

~~5.1.c. Any other regionally or nationally accredited degree granting institution of higher education in West Virginia, public or private, approved by the Vice Chancellor for Administration that has been licensed by the Commission or Council for a minimum of fifteen (15) years; under the provisions of West Virginia Code §§18B-2B-6 and 18B-2B-9; and~~

~~5.1.c.1. Salem International University shall be considered as an accredited institution that has been licensed by the Commission or Council for a minimum of 15 years.~~

~~5.1.d. Any non West Virginia institution of higher education that is included within a reciprocal agreement with another state's grant program agency.~~



5.2. An institution otherwise eligible to participate in the ~~Higher Education Grant Program under Section 5.1 of this rule shall be~~ is excluded from participating by the Vice Chancellor for Administration if:

~~5.2.a. 5.2.1.~~ The institution does not have a signed participation agreement in place; or

~~5.2.b. 5.2.2.~~ The institution has been deemed ineligible to participate in federal student financial aid programs by the United States Department of Education; or

~~5.2.c. 5.2.3.~~ The ~~Commission~~ Vice Chancellor determines, based upon audits and/or administrative site visits ~~by Commission staff~~, that the institution has ~~seriously~~ mismanaged Higher Education Grant or other state financial aid funds or lacks adequate institutional controls to manage such funds properly.

~~5.2.e.1. 5.3.~~ Any institution deemed ineligible to participate in the Higher Education Grant Program may appeal the decision in writing within 15 days of receiving notification to the Vice Chancellor for Administration. The Vice Chancellor for Administration, whose decision is final, shall issue a written decision upholding or reversing the initial decision within 20 days of receipt of the appeal.

#### **§133-42-6. Student Eligibility.**

6.1. ~~In addition to the criteria established in W. Va. Code § 18C-5-5,~~ To be eligible for a higher education grant award, an applicant must:

~~6.1.a. Be a citizen of the United States; and~~

~~6.1.b. Have been a resident of West Virginia for one year immediately preceding the date of application for a grant or renewal of a grant; and~~

~~6.1.b.1. For dependent students, the legal residence of the parent(s) on the FAFSA shall be prima facie evidence of the student's legal residence.~~

~~6.1.b.2. Students may provide documentation that is approved by the Higher Education Student Financial Aid Advisory Board to determine a student's eligibility as a resident of West Virginia.~~

~~6.1.c. 6.1.1.~~ Have earned a high school diploma or passed a ~~state approved~~ high school equivalency exam; and

~~6.1.d. 6.1.2.~~ Plan to enroll or be enrolled at a participating Title IV-eligible institution as a full-time undergraduate student in a degree or certificate-producing program; and

~~6.1.e. 6.1.3.~~ Demonstrate academic promise (for new awards) or achievement (for renewal awards); and

~~6.1.f. 6.1.4.~~ Demonstrate financial need.

6.2. A new Higher Education Grant applicant may satisfy the academic promise requirement in one of the following ways:

~~6.2.a. 6.2.1.~~ An applicant who has earned college credit after high school graduation or since passing the high school equivalency exam demonstrates academic promise if he or she has earned a cumulative college grade point average (GPA) of 2.0 or higher on a 4.0 scale as determined by the

participating institution. The applicant must meet the institution's satisfactory academic progress standards.

~~6.2.b.~~ 6.2.2. An applicant who graduated from high school or passed the high school equivalency exam more than five years before enrollment or who has completed active military service and has not earned college credits after high school graduation or the high school equivalent before the date of enrollment demonstrates academic promise if he or she meets the admission requirements of the participating institution.

~~6.2.c.~~ 6.2.3. An applicant who has earned the high school equivalent within the last five years prior to enrollment and has not earned college credits after passing the high school equivalent exam demonstrates academic promise if his or her score meets the minimum score ~~approved~~ recommended by the Higher Education Student Financial Aid Advisory Board.

~~6.2.d.~~ 6.2.4. An applicant who does not fall within the categories described in ~~Sections 6.2.a., 6.2.b., or 6.2.c.,~~ Subsections 6.2.1., 6.2.2., or 6.3.3. demonstrates academic promise if he or she meets the admission requirements for a degree or certificate program of the participating institution and has a cumulative high school GPA of 2.0 or higher on a 4.0 scale.

6.3. A renewal higher education grant applicant satisfies the academic achievement requirement if the student has maintained a minimum overall grade point average of 2.0 on a 4.0 scale, is meeting institution's academic progress requirement, and

~~6.3.a.~~ 6.3.1. If the student received a two-semester award, the student must have earned at least the minimum number of credit hours within the academic year as ~~defined~~ recommended by the Higher Education Student Financial Aid Advisory Board for renewal; or

~~6.3.b.~~ 6.3.2. If the student received a single-semester award, the student must have earned at least the minimum number of credit hours within the academic year as ~~defined~~ recommended by the Higher Education Student Financial Aid Advisory Board.

6.3.3. Institutions ~~shall be~~ are responsible for determining whether renewal students have satisfied academic achievement requirements.

6.4. An applicant demonstrates financial need if:

~~6.4.a.~~ 6.4.1. He or she has a completed FAFSA on file with the United States Department of Education by a date to be determined by the Vice Chancellor for Administration ~~in consultation with the Commission and Council;~~ and

~~6.4.b.~~ 6.4.2. His or her cost of attendance is greater than the total of his or her ~~EFC~~ SAI, as calculated from the FAFSA, and other financial aid; and

~~6.4.c.~~ 6.4.3. His or her ~~expected family contribution~~ SAI does not exceed an amount set by the ~~Commission and Council~~ Vice Chancellor; and

~~6.4.d.~~ 6.4.4. He or she has completed verification if selected by the U. S. Department of Education's Central Processing System (CPS) or the institution.

6.5. A student is not eligible to receive a Higher Education Grant award if he or she:

~~6.5.a.~~ 6.5.1. Previously has earned a bachelor's degree; or

~~6.5.b.~~ 6.5.2. Previously has received eight semesters of Higher Education Grant awards; or

~~6.5.c.~~ 6.5.3. Is not deemed to be an undergraduate student by the institution; or

~~6.5.d.~~ 6.5.4. Owes the institution or the Commission for a Higher Education Grant or other state financial aid overpayment unless the student has a written reimbursement plan in place.

6.6. ~~Higher education grant awards shall be made without regard to the applicant's race, color, gender, religion, national origin, veteran's status, age or disability.~~ "Residency" for purposes of W. Va. Code § 18C-5-5 and this rule, is determined as follows:

6.6.1. For dependent students, the legal residence of the parent(s) named on the FAFSA is prima facie evidence of the student's legal residence.

6.6.2. Students may provide documentation to the Vice Chancellor evidencing the required residence in the State of West Virginia.

### **~~§133-42-67.~~ Awards.**

#### **7.1. Maximum Award.**

~~7.1.a.~~ 7.1.1. No higher education grant award may exceed the amount of tuition and required fees at the institution.

~~7.1.a.1. For purposes of this rule, West Virginia University's undergraduate health sciences students shall be treated as paying the same amount of tuition and required fees as all other West Virginia University undergraduate students.~~

~~7.1.b.~~ 7.1.2. For a student attending an institution identified in Section 5.1.d. of this rule covered by a reciprocity agreement provided by W. Va. Code § 18C-5-6, no Higher Education Grant award may exceed the maximum grant award provided for in the reciprocity agreement.

#### **7.2. Award Cycles.**

~~7.2.a.~~ 7.2.1. The initial award cycle ~~will~~ shall occur ~~preferably~~ in April preceding the beginning of each academic year.

~~7.2.b.~~ 7.2.2. Additional awards ~~cycles~~ may be made throughout the year as funds become available.

~~7.3.c.~~ 7.2.3. Any award ~~cycle~~ made after November 1 ~~will~~ shall be only for the second semester ~~awards only.~~

#### **7.3. Award Selection. --**

~~7.3.a.~~ The Commission and the Council Vice Chancellor shall establish criteria to be used in award selection each year based on the amount of funding expected to be available to use for awards. In determining to whom to award and the size recipients and amounts of awards, the Commission, Council and Vice Chancellor for Administration may consider applicants' relative levels of financial need, application filing dates, relative differences in tuition rates across institutions, and/or State policy priorities.

#### **7.4. Award Use. --**

~~7.4.a.~~ A student may use a Higher Education Grant award to cover any part of his or her cost of attendance at an eligible higher education institution.

**§133-42-8. Coordination of Higher Education Grant Program and Other Aid Programs.**

8.1. All students seeking assistance through the Higher Education Grant program must apply for assistance through the federal Pell Grant program.

8.2. In no instance may a combination of the Higher Education Grant and any other grants, including tuition and fee waivers, exceed demonstrated financial need as determined by the institution.

8.3. Funding Priorities.

~~8.3-a.~~ 8.3.1. To the extent permissible under federal law, students shall use grant resources available through federal student financial aid programs ~~shall be utilized~~ before a Higher Education Grant award.

~~8.3-b.~~ 8.3.2. Students shall use Grant resources available through other State student financial aid programs ~~shall be utilized~~ before a Higher Education Grant award.

8.4. Students may not receive funding from both the Higher Education Grant Program and any component of the Higher Education Adult Part-time Student (HEAPS) Grant Program, established in W. Va. Code § 18C-5-7, during the same payment period at the same time.

**§133-42-9. Post-Award Changes.**

9.1. If a Higher Education Grant recipient transfers from one participating institution to another participating institution, the grant is transferable ~~with~~ upon the approval of the Vice Chancellor for Administration or his or her designee.

9.2. If a Higher Education Grant recipient's ~~EFC~~ SAI increases after an award has been made, the award shall be withdrawn if the new ~~EFC~~ SAI exceeds the maximum ~~EFC~~ SAI set by the ~~Commission and Council~~ Vice Chancellor in any given year.

9.3. If a Higher Education Grant recipient terminates enrollment during the fall semester, the Vice Chancellor shall hold in reserve for the student the scheduled spring award ~~will be reserved for the student by the grant program staff~~ unless notified otherwise by the institution.

9.4. If a Higher Education Grant recipient terminates enrollment for any reason during the academic year, the institution shall return to the Vice Chancellor the unused portion of the grant ~~shall be returned to the Commission by the institution in accordance with the Commission's rule for issuing refunds pursuant to the provisions of W. Va. Code § 18C-5-1 et seq. If the recipient also received federal financial aid, the institution must abide by the refund policy associated with Title IV funds. The institution is responsible for returning the unused portion of the grant even if the student does not request a refund from the institution.~~

**§133-42-10. Payments.**

10.1. The Vice Chancellor shall remit ~~P~~payment of Higher Education Grant awards ~~shall be made~~ directly to the institution.

10.2. An institution may not receive a payment unless the institution has completed the previous year's reconciliation process and returned to the Vice Chancellor any prior year balance payable to the Commission.

**§133-42-11. Waivers.**

11.1. A recipient may request a waiver of academic progression if the recipient withdrew from all courses during the semester as a result of:

~~11.1.a.~~ 11.1.1. Serious illness or major injury involving the student or an immediate family member; or

~~11.1.b.~~ 11.1.2. Death of an immediate family member; or

~~11.1.c.~~ 11.1.3. Other comparable extenuating circumstance.

11.2. All waiver requests must be submitted to the ~~Director of State Financial Aid Programs~~ Vice Chancellor for approval.

### **§133-42-12. Appeals.**

12.1. An applicant or institution may appeal in writing to the Vice Chancellor the ~~decline~~ denial of an application for an initial award or renewal award ~~or any other decision~~ within 15 days of receiving notification ~~to the Director of State Financial Aid Programs of the decision.~~ The ~~Director may consult with the appeals committee comprised of financial aid staff, and the Director~~ Vice Chancellor shall issue a written decision upholding or reversing the initial decision within 15 days of receipt of the appeal. The Vice Chancellor's decision is final.

~~12.2. The applicant may appeal the director's decision to a review committee appointed by the Commission.~~

~~12.3. Any appeal to the review committee must be filed within 15 days of notification to the applicant that his or her initial appeal was denied. The review committee may require additional evidence or materials be submitted. The review committee shall issue a written decision upholding or reversing the Director's decision within 20 days of receipt of the appeal. The decision of the review committee is final.~~

~~12.4. The Vice Chancellor shall refer to the institution~~ Any applicant appeal of a decision concerning satisfactory academic progress that relates to credit hour completion ~~shall be referred to the institution for resolution consistent with the institution's procedures established for this purpose.~~

~~12.5. 12.3. Any~~ All appeals ~~made should~~ shall set forth in detail the grounds for the appeal. The decisions ~~rendered at each level issued by the Vice Chancellor or the institution, as appropriate,~~ shall address in writing each ground raised.

### **§133-42-13. Accounting, Reporting, and Auditing Requirements.**

13.1. Before the end of each fiscal year, each institution's financial aid office must reconcile its Higher Education Grant records with:

~~13.1.a.~~ 13.1.1. The Commission's records of Higher Education Grant awards and disbursements; and

~~13.1.b.~~ 13.1.2. The institution's business office records of ~~State~~ any grant disbursements by the Commission or the Council.

13.2. All participating institutions may be required to provide reports, which may include student level data, to the Commission from time to time, including the United States Department of Education's Fiscal Operations Report and Application to Participate (FISAP) and the West Virginia Higher Education

## Policy Commission's Annual Student Financial Aid Report.

13.3. ~~Participating institutions under Sections 5.1.b, 5.1.c, and 5.1.d of this rule shall provide the Vice Chancellor for Administration with an audited financial statement annually. These statements shall be treated as confidential trade secrets and shall not be subject to Freedom of Information Act requests.~~

~~13.4.~~ All participating institutions ~~may be~~ are subject to financial aid audits.

**~~§133-42-14. Authority of Vice Chancellor for Administration to Enter into Reciprocal Agreements with Other States Concerning Grants.~~**

14.1. The Vice Chancellor for Administration may enter into reciprocal agreements with state grant and grant program agencies in other states that provide financial assistance to their residents attending institutions of higher education located in West Virginia.

14.2. The Vice Chancellor for Administration may permit West Virginia residents to use the Higher Education Grant ~~under Section 14.1 of this rule~~ to attend institutions of higher education in ~~such~~ other states that have entered into reciprocal agreements.

14.3. Residents of West Virginia requesting financial assistance to attend institutions of higher education ~~located in any such other states~~ pursuant to a reciprocity agreement provided by W. Va. Code § 18C-5-6 ~~must~~ shall meet all of the eligibility standards set forth in Section 6 of this rule.

**West Virginia Higher Education Policy Commission**  
**Meeting of June 16, 2023**

**ITEM:** Approval of Amendments to Series 58, Legislative Rule, Nursing Scholarship Program

**INSTITUTIONS:** All

**RECOMMENDED RESOLUTION:** *Resolved*, That the West Virginia Higher Education Policy Commission approves amendments to Series 58, Legislative Rule, Nursing Scholarship Program, to be filed with the Secretary of State for the 30-day public comment period, and if no substantive comments are received, extends its final approval.

**STAFF MEMBERS:** Kristin Boggs and Cynthia Persily

**BACKGROUND:**

In the 2022 legislative session, Senate Bill 518 removed the provision that a licensure fee could be charged to registered nurses upon license renewal to fund the West Virginia Center for Nursing and hence the WV Nursing Scholarship. This change resulted in a 75% reduction in funds to this program.

This change necessitated changes to how the program is currently administered. In addition, clarifications to the legislative rule were deemed necessary to provide guidance on scholarship program administration.

Changes to the rule include the following:

- Provides definitions of key terms used in the rule.
- Removes mention of the fee from nursing licensure renewal as the funding stream for the scholarship.
- Clarifies that students can be enrolled in an accredited or approved nursing program to be consistent with language used by the WV Registered Nurses Board as related to nursing program authorization.
- Provides categories of information to be included in the application for the scholarship.
- Clarifies who assists with selection of scholarship recipients.
- Removes language on scholarship award levels already contained in code.
- Clarifies and simplifies language related to scholarship and service agreements.
- Aligns language in the repayment section of the rule with current state law related to charging interest, forbearance and collections.

- Allows for forgiveness of the obligation in certain situations including death or disability.
- Clarifies language related to deferment and repayment.
- Aligns language related to appeal with similar programs.



**TITLE 133**  
**LEGISLATIVE RULE**  
**WEST VIRGINIA HIGHER EDUCATION POLICY COMMISSION**  
  
**SERIES 58**  
**NURSING SCHOLARSHIP PROGRAM**

**§133-58-1. General.**

1.1. Scope.--This rule establishes guidelines and procedures which will direct the operation of the Nursing Scholarship Program.

1.2. Authority. -- West Virginia Code §18B-1-6 and §18C-3-4.

1.3. Filing Date. -- ~~June 8, 2016.~~

1.4. Effective Date.-- ~~June 8, 2016.~~

1.5. ~~Modification of Existing Rule: Title 133, Series 58, Legislative Rule of the West Virginia Higher Education Policy Commission dated May 3, 2015.~~ Sunset Provision: This rule shall terminate and have no further force or effect on August 1, 2029.

**§133-58-2. ~~Purpose.~~ Definitions.**

2.1. ~~This rule provides financial aid to nursing professionals and students who agree to practice in hospitals and other health care institutions or teach in state nursing programs in West Virginia. Unless the context in which used clearly requires a different meaning, the definitions contained in W. Va. Code §§ 18B-1-2 and 18C-3-3 apply to this rule in addition to the definitions set forth below.~~

2.2. “Accredited nursing program” means that an institution of higher education’s programs for the prelicensure education of professional or practical nurses have been validated and meet established professional standards for academic quality as adopted by a national nursing accreditation body recognized by the U.S. Department of Education.

2.3. “Applicant” means a student who has applied for an initial award or renewal award of a Nursing Scholarship, but has not yet been awarded the scholarship.

2.4. “Approved nursing program” means that an institution of higher education’s programs for the prelicensure education of professional or practical nurses meet the requirements and otherwise comply with the standards established by the West Virginia Board of Professional Nurses in W. Va. Code § 30-7-1, et seq. or the West Virginia Board of Practical Nurses in W. Va. Code § 30-7A-1, et seq.

2.5. “Recipient” means a person who has been awarded a Nursing Scholarship in accordance with the terms of this rule and the Scholarship Agreement set forth in Section 8 of this rule.

2.6. “Vice Chancellor” means the Vice Chancellor for Administration, as that position is described in W. Va. Code § 18B-4-2, or his or her designee.

**§133-58-3. ~~Funding and Administration.~~ [Reserved].**

~~3.1. A special revenue account known as the Center for Nursing Fund in the State Treasury is to be administered by the Vice Chancellor for Administration under the West Virginia Higher Education Policy Commission (Commission). In addition to the provision contained in West Virginia Code §30-7B-2 allowing the Center for Nursing to utilize the account to perform its duties, the account shall be used by the Commission to fund awards for the Nursing Scholarship Program for students in nursing or doctoral education programs. The account is funded from the following sources:~~

~~3.1.a. A supplemental licensure fee, not to exceed \$10 per year, to be paid by all nurses licensed by the Board of Examiners for Registered Professional Nurses.~~

~~3.1.b. Repayments, including interest as set by the Vice Chancellor for Administration, collected from recipients who fail to practice or teach in West Virginia under the terms of the scholarship agreement; and~~

~~3.1.c. Any other funds from any source as may be added to the account.~~

~~3.2. The Vice Chancellor for Administration in consultation with the board of directors of the West Virginia Center for Nursing shall be responsible for awarding scholarships to students and for collecting scholarship repayments.~~

#### **§133-58-4. Eligibility Criteria.**

4.1. In order to be eligible for the licensed practical nurse (LPN) or registered nurse (RN) scholarship award, an applicant must meet the following minimum requirements:

~~4.1.a. 4.1.1.~~ Enrollment in an accredited or approved West Virginia LPN or pre-licensure RN or graduate program leading to a career as a practicing nurse or nursing educator.

~~4.1.b. 4.1.2.~~ Be in good academic standing with his or her academic institution of higher education or academic program.

~~4.1.c. 4.1.3.~~ For the LPN award, have completed at least fifty (50) percent of the curriculum required to receive an LPN diploma. For students enrolled in pre-licensure programs, completion of half of the required nursing credits for that program.

~~4.1.d. For the RN award, have completed at least fifty (50) percent of the curriculum required to receive an RN degree.~~

~~4.1.e. 4.1.4.~~ For the LPN award, sign an agreement to work as an LPN in West Virginia for one (1)-year following completion of the program for every year of the award.

~~4.1.f. 4.1.5.~~ For the RN award, sign an agreement to teach or work as a RN in West Virginia for two (2) years following completion of the program for every year of the award.

4.2. In order to be eligible to use the Nursing Scholarship for ~~the a graduate level nursing master's degree or doctoral nursing or education scholarship award program~~, an applicant must meet the following minimum requirements:

~~4.2.a. 4.2.1.~~ Be employed as an educator in a West Virginia an accredited school of nursing and be continuously employed as a nursing educator while receiving the award.

~~4.2.b. 4.2.2.~~ Be accepted into a master's degree nursing program or ~~accepted into an approved~~ doctoral nursing or education program at a State institution of higher education at the time of application.

~~4.2.c. Be continuously employed as an educator in a West Virginia school of nursing while pursuing his or her master's or doctoral degree.~~

~~4.2.d. 4.2.3.~~ Sign an agreement to teach in a West Virginia school of nursing for two ~~(2)~~ years following completion of the education program for every year of award.

4.3. In order to be eligible for the LPN teaching certificate scholarship award, an applicant must meet the following minimum requirements:

~~4.3.a. 4.3.1.~~ Be accepted into coursework in a West Virginia LPN teaching certificate program to meet the LPN Teaching Certificate requirements.

~~4.3.b. 4.3.2.~~ Be continuously employed as an LPN educator by a West Virginia LPN program while pursuing ~~his or her the~~ LPN teaching certificate.

~~4.3.c. 4.3.3.~~ Sign an agreement to teach for one ~~(1)~~ year upon completion of the LPN teaching certificate program in a West Virginia LPN program for every year of award.

#### **§133-58-5. Application Process.**

5.1. A student ~~must~~ shall apply for the award ~~utilizing~~ using the Commission's application process, ~~which may include the submission of an application, letters of recommendation, academic transcripts, and programmatic and financial information related to the student's academic program~~ a form prescribed by the Vice Chancellor.

5.2. The application may require submission of information including, but not limited to, the following: physical and mailing addresses and other contact information; proof of West Virginia residency; institution attending or planning to attend; institutional program of study; and information concerning previous Nursing Scholarship or other State financial aid awards and service obligations.

#### **§133-58-6. Selection Process.**

6.1. The Vice Chancellor for Administration, in consultation with ~~a Nursing Program Scholarship application review committee administered by the West Virginia Center for Nursing~~ the Health Sciences Advisory Committee, shall select recipients for the Nursing Scholarship Program.

6.2. The Commission shall determine the number of awards ~~will be determined by~~ based on the availability of funds in the program in any given program cycle.

~~6.3. Priority for scholarships shall be given~~ The Commission shall give priority to in-state residents in awarding scholarships.

~~6.4. Applicants who previously received an award from the Nursing Scholarship Program are eligible to reapply for the scholarship in subsequent program cycles.~~ Recipients of the Nursing Scholarship may reapply for it each year they are eligible to receive it.

6.5. The Vice Chancellor shall process ~~Awards will be processed~~ scholarship applications without regard to age, gender, race, disability, national origin, sexual orientation, veteran's status, or religion.

6.6. Nothing in this rule shall be construed as granting or guaranteeing any applicant or recipient any right to ~~such~~ a scholarship.

#### **§133-58-7. Scholarship Award Levels. [Reserved].**

7.1. ~~Scholarship awards are available for students enrolled in accredited nursing programs and doctoral education programs in West Virginia. An award for any student may not exceed the full cost of education for program completion. The maximum amount for individual awards is as follows:~~

7.1.a. ~~An award of up to \$3,000 for a student in a licensed practical nurse education program. A recipient is required to practice nursing in West Virginia for one (1) year following program completion.~~

7.1.b. ~~An award of up to \$7,500 for a student who has completed (at least) one half of a registered nurse education program. A recipient is required to teach or practice nursing in West Virginia for two (2) years following program completion.~~

7.1.c. ~~An award of up to \$15,000 for a student in a nursing education master's degree program or a doctoral nursing or education program. A recipient is required to teach in West Virginia for two (2) years following program completion.~~

7.1.d. ~~An award of up to \$1,000 per year for a student obtaining a licensed practical nurse teaching certificate. A recipient is required to teach in West Virginia for one (1) year per award received.~~

#### **§133-58-8. Scholarship ~~Provisions and Agreement~~ and Service Verification.**

8.1. Each scholarship recipient ~~must be willing to~~ shall sign a scholarship agreement, which ~~shall~~ fully disclose the terms and conditions under which a recipient is required to teach or practice nursing in West Virginia. ~~No~~ The Vice Chancellor may not disburse Nursing Scholarship Program funds will be disbursed until he or she has received a signed agreement ~~has been received by the Vice Chancellor for Administration from the applicant.~~

8.2. The scholarship agreement shall contain the following provisions:

~~8.2.a.~~ 8.2.1. The recipient ~~will~~ shall agree to teach or practice nursing in West Virginia for the period of time established by this rule. It is the recipient's responsibility to provide the Vice Chancellor for Administration with evidence of compliance with the teaching and/or ~~nurse practicing practice~~ requirements through the service verification process.

~~8.2.b.~~ 8.2.2. Upon completion of ~~his or her~~ training, a recipient will receive a grace period of up to six months to locate employment that qualifies for fulfillment of the service requirement.

~~8.2.c.~~ 8.2.3. If a recipient fails to complete ~~his or her~~ training or fails to ~~teach or practice nursing~~ timely provide verification of fulfillment of the service requirement as required by the scholarship agreement, he or she will be required to ~~make monetary repayment of~~ the scholarship.

~~8.2.d.~~ A recipient who receives an award in multiple award cycles from the Nursing Scholarship Program may not concurrently complete the service requirements associated with the awards.

#### **§133-58-9. Repayment of Scholarship.**

9.1. If a recipient does not fulfill the service requirement, he or she ~~shall be~~ is obligated to repay to the Commission the principal and the interest that accrues on ~~his or her the~~ scholarship award. The recipient

~~will shall~~ enter into a repayment agreement with the Commission governing the terms of ~~his or her~~ repayment. The Vice Chancellor shall charge interest will be charged at a the then-current rate prescribed by the Vice Chancellor for Administration Administrative Office of the West Virginia Supreme Court of Appeals, and will Interest shall begin to accrue at the time the repayment period begins.

9.2. If a recipient fails to complete ~~his or her training~~ the course of study funded by the Nursing Scholarship, interest ~~will on repayment shall~~ accrue from the day on which the recipient withdrew from ~~his or her training the nursing program~~.

9.3. If a recipient fulfills a portion of, but not the entire, the service requirement due under the scholarship agreement, interest ~~will on repayment shall~~ accrue from the day on which the recipient ceased to fulfill the service requirement.

9.4. In the event a recipient fails to fulfill the training education or service requirements ~~due under the scholarship agreement~~, payment in full will normally be expected the recipient shall repay the Commission the full amount of the scholarship awarded within 60 days from the date of non-compliance. In the event of extenuating circumstances, the Vice Chancellor for Administration may approve an alternate payment plan. If extenuating circumstances exist, the Vice Chancellor may, upon receipt of documentation sufficient to demonstrate the circumstance, extend the repayment period from 60 days to 120 days. Extenuating circumstances include, but are not limited to, the recipient's temporary illness, injury, or disability; inability to secure a full-time position in a nursing or nursing education field; or serious family illness.

9.5. ~~The repayment period may be extended during periods of deferment.~~ At any time during the repayment period described herein, the Vice Chancellor may grant forbearance to the recipient in order to prevent the recipient from defaulting on the repayment obligation or to permit the recipient to resume honoring the repayment obligation after default.

9.5.1. For purposes of this Section, "forbearance" means permitting the temporary cessation of payments, allowing an extension of time for making payments, or temporarily accepting smaller payments than previously were scheduled.

9.5.2. The Vice Chancellor may grant forbearance of payments of principal and interest under this Section only if he or she reasonably believes, based upon documentation or other evidence provided by the recipient, that the recipient intends to repay the obligation but, due to poor health or other extenuating circumstances, is currently unable to make the scheduled payments.

9.6. As permitted by federal and State law, ~~applicable state regulations~~, and the terms of the scholarship agreement, the Vice Chancellor for Administration may assess reasonable collection costs, late charges, and attorney fees to delinquent accounts.

9.7. ~~The Commission Vice Chancellor~~ shall exercise due diligence in the collection of amounts owed. Accounts and refer accounts more than 120 days past due ~~may be referred to a collection agency and delinquent amounts may be reported to a credit bureau to the Secretary of the Department of Administration or to a collection agent for collection of a claim due to the State in accordance with W. Va. Code § 14-1-1, et seq.~~

#### **§133-58-10. Forgiveness.**

10.1. ~~In the event of a recipient's death or documented permanent and total disability, the unpaid amount of the repayment (principal, interest and any collection costs, late charges, and attorney fees) shall be forgiven. A recipient's service or repayment obligation is excused in the event the recipient:~~

10.1.1. Becomes permanently and totally disabled as documented by the sworn affidavit of a physician qualified to make such a determination submitted to the Vice Chancellor; or

10.1.2. Dies during the obligation period. The administrator or executor of the recipient's estate shall submit a copy of the death certificate to the Vice Chancellor.

10.2. To be eligible for forgiveness of the service or repayment obligation, a recipient or the recipient's estate ~~must apply for and receive approval from~~ shall submit the required documentation to the Vice Chancellor for Administration.

### **§133-58-11. Deferment.**

11.1. To be eligible for a deferment, a recipient must apply for and receive approval from the Vice Chancellor for Administration. The Vice Chancellor may grant A a deferment may be granted to a recipient for periods of documented enrollment and attendance as a regular student in a full-time course of study at an accredited institution of higher education or for ~~during documented periods of documented active duty service; not in excess of four years,~~ as a member of the armed services of the United States; Provided, That the period of deferment shall not exceed four years. The Vice Chancellor may also grant a deferment to a recipient who fails a licensure examination on the first attempt; Provided, That the period of deferment shall not exceed six months from the recipient's graduation date. The Vice Chancellor may also grant D ~~deferments also may be considered for other conditions and extenuating circumstances including documented disability, unemployment, or other economic hardship; Provided, That any deferment granted by the Vice Chancellor shall be limited to no more than two years.~~

11.2. If the Vice Chancellor for Administration approves the deferment request, a ~~student~~ recipient may defer making scheduled installment payments and ~~will~~ shall not be liable for any interest that might otherwise accrue during any approved deferment period that he or she is enrolled and attending as a regular student in a full-time course of study at an accredited institution of higher education or while serving on active duty, not in excess of four (4) years, as a member of the armed services of the United States.

11.3. In the event of non-compliance with the deferment terms, payment in full is due sixty (60) days the recipient shall repay the full scholarship award to the Commission within 60 days from the date of non-compliance. In the event of extenuating circumstances, the Vice Chancellor for Administration may approve an alternate payment plan.

### **§133-58-12. Appeal.**

12.1. An applicant may appeal in writing to the Vice Chancellor the denial of an application for an initial award or renewal award or any other decision within 15 days of receiving written notification ~~to the Senior Director of Financial Aid of the decision. The Director may consult with an appeals committee comprised of financial aid staff, and the Director~~ Vice Chancellor shall issue a written decision upholding or reversing the initial decision within 15 days of receipt of the appeal. The decision of the Vice Chancellor is final.

12.2. ~~An applicant or institution may further appeal in writing the decision of the Senior Director of Financial Aid within 15 days of receipt of notification of the decision to the Vice Chancellor for Administration. The Vice Chancellor for Administration shall issue a written decision upholding or reversing the Director's decision within 20 days of receipt of the appeal.~~

12.3. ~~Any appeal made should set forth in detail the grounds for the appeal. The decision rendered at each level shall address in writing each ground raised.~~