

**CLOVER PARK TECHNICAL COLLEGE**

CHAPTER	SECTION	TITLE	HISTORY		
			3	28	USE OF S&A FEES
			Revised 2021		Next review 2024



**POLICY**

This policy outlines the use of services and activities (S&A) fees, which are paid by students every quarter as a portion of their tuition and used to fund a wide variety of programs, services, and activities to serve the diverse needs and interests of the Associated Students of Clover Park Technical College (ASCPTC) and to provide continuity in established programs and activities.

The permissible use of S&A fees is inherently different than other college funds given the purpose of these funds. Guidelines governing the establishment and funding of programs supported by S&A fees are detailed in the [Financial Code](#) of the ASCPTC and codified through [RCW 28B-15-041, 045](#), and the [“Killian Outline” \(2018\)](#) as most recently updated by the Council for Unions and Student Programs (CUSP) and the Assistant Attorney General (AAG). The regulations permit more flexibility in use of S&A fees compared to other public funds generated by the college.

The [Financial Code](#) of the ASCPTC, which provides guidance for the shared stewardship of these funds by the ASCPTC and the college administration, along with other governing documents, can be found at [www.cptc.edu/budgetcommittee](http://www.cptc.edu/budgetcommittee).

The Student Budget Committee is expected to have significant input into the use of these fees through its engagement in an annual budgetary process, which culminates in a recommended annual budget with the [statutory authority](#) over S&A fees residing with the board of trustees.

Approval By: <u></u>	Date: <u>6/9/21</u>
Dr. Joyce Loveday, President	
Board Chair Review: <u></u>	Date: <u>6/9/21</u>