NVC FEE & REFUNDS FALL 2024 & SPRING 2025

Fee Type	Amount (Subject to Change)	Required of	Refund Deadline
Enrollment Fee	$46 per unit	All credit students.	By the last day to receive a refund of fees for the current registered semester. Refer to the Admissions and Records Calendar.
	Enrollment Fee Information/Details: The California College Promise Grant (CCPG) Fee Waiver is available to qualified California residents and AB540 students. A $5.00 processing fee will be charged for all refunds. NO processing fee will be charged for canceled classes or refund of optional fees if requested within the current semester by the deadline to receive a refund of fees.		
Non-Resident Tuition Fee	$414.00 per unit plus $34 per unit Capital Outlay Fee plus the $46 per unit enrollment fee and any required fees in addition to the Non-resident fees*	U.S. Citizens and immigrants who are not California residents.	SEE CHART FOR REFUND ON NON-RESIDENT FEES (REFUND OF THESE FEES ARE PRORATED).
	Non-Resident Tuition Fee Information/Details: For questions on residency, consult the College Catalog or email Maria Lopez at MaLopez@napavalley.edu. A $5.00 processing fee will be charged for all refunds. Please see "Tuition Refunds for Non-resident and International Students Only" below for additional information.		
International Tuition Fee	$414.00 per unit plus plus $34 per unit Capital Outlay Fee the $46 per unit enrollment fee and any required fees in addition to the international fees *	Non-immigrant and F-1 visa international students.	SEE CHART FOR REFUND ON NON-RESIDENT FEES (REFUND OF THESE FEES ARE PRORATED).
	International Tuition Fee Information/Details: For questions on residency, consult the College Catalog or call the Admissions and Records Office at (707) 256-7201. A $5.00 processing fee will be charged for all refunds. Please see "Tuition Refunds for Nonresident and International Students Only" below for additional information.		
Accident Insurance Fee (optional)	$1 per semester (charged in Fall, Spring and Summer terms)	All credit and audit students.	THIS FEE IS NON- REFUNDABLE ONCE THE SEMESTER BEGINS.
	Accident Insurance Fee Information/Details: This is a secondary insurance which covers injuries or accidents sustained during sponsored or supervised classes or activities.		
Audit Fee	$15 per unit	Students approved to audit a course.	Refundable through the first two weeks of classes upon request.
	Audit Fee Information/Details: A $5.00 processing fee will be charged for all refunds. Students must complete the "Audit Form" and submit to Admissions and Records for approval. Students taking 10 or more credit units per semester will not be charged the audit fee if taking 3 or fewer audit units per semester.		
Parking Permit Fee	$2 per day (available from coin-operated dispensers) $40 per semester (Fall & Spring) $20 BOGW students (Fall & Spring) $20 Summer term	All vehicles using the parking lots at NVC between the hours of 6:00 a.m. - 10:00 p.m., Monday - Thursday and 6:00 a.m. - 5:00 p.m. on Fridays.	THIS FEE IS NON-REFUNDABLE.
	Parking Permit Fee Information/Details: Semester parking permits MUST BE ORDERED ONLINE at www.nvcpd.org. For more details, refer to the website. DISCOUNT IS AVAILABLE FOR STUDENTS WITH FEE WAIVER (CCPGW). Payment for students with CCPG fee waiver is now available online or at the Cashier's Window.		
Student Health Fee	$23 (if taking more than 3 units) $13 (if taking 3 or less units) (Fall and Spring) $12(Summer)	All students taking credit classes. This fee *will not* be waived by the California College Promise Grant.	This fee is non-refundable unless a waiver has been granted.
	Student Health Fee Information/Details: Only students who depend exclusively upon prayer for healing may request a refund of the Student Health Fee. Waiver Form is available at the Student Health Center, Bldg. 2250. For more information call (707) 256-7780.		
Student Representation Fee	$2 per semester (charged in Fall, Spring and Summer terms)	All credit students and audit students. This fee *will not* be waived by the California College Promise Grant.	This fee is non-refundable after the last day to receive a refund of fees for the current registered semester.
	Student Representation Fee Information/Details: Students may refuse to pay this fee for religious, political, financial, or moral reasons. This fee will be used so that students may represent students' views and positions at city, county and district governments, as well as state legislative offices and other government agencies. Fore more details, click here or contact ASNVC at (707) 256-7340.		

*** With the exception of AB540 students, Non-Resident Students and International Students are required by the state to pay both the non-resident fee and the Capital Outlay fee per unit in addition to the enrollment fee. For additional information contact the Business Office at (707) 256-7180.**

NVC FEE & REFUNDS FALL 2024 & SPRING 2025

Fee Type	Amount (Subject to Change)	Required of	Refund Deadline
Student Activities Fee (optional)	$12 per semester (Fall 2023 and Spring 2024) $6 per semester (Summer)	Students taking credit classes will automatimatically be charged a $12/$6 fee regardless of unit load. Optional fee. This fee *will not* be waived by the California College Promise Grant.	his fee is non-refundable after the last day to receive a refund of fees for the current registered semester. The forms are now available/submitted as a docusign: https://www.napavalley.edu/businessfinance/Pages/cashieroffice.aspx
	Student Activities Fee Information/Details: This fee will support student organizations and student government in providing events and activities on campus as well as scholarships. For more details, click here or contact ASNVC at (707) 256-7340.		
Technology Fee	$10 per semester (Fall and Spring)	Students taking credit classes will automatically be charged a $10 fee regardless of unit load. Optional fee. This fee will not be waived by the California College Promise Grant.	This fee is non-refundable after the last day to receive a refund of fees for the current registered semester. The forms are now available/submitted as a docusign: https://www.napavalley.edu/businessfinance/Pages/cashieroffice.aspx
	Technology Fee Information/Details: The fee is used to help establish and support technology for student use. For more details, contact ASNVC at (707) 256-7340.		
Transcript Fee	$5 Online order or In person at Admissions & Records. $10 Rush fee for up to 5 transcripts in a single order (plus the $5 per transcript fee if applicable) $25 Same day service fee for up to 5 transcripts in a single order (plus the $5 per transcript fee, if applicable)	Students purchasing a transcript	THIS FEE IS NON-REFUNDABLE.
	Transcript Fee Information/Details: The first two copies (in your lifetime) are free if ordered in person.		
Materials Fee	$5 - $450	See "Schedule of Classes" online for courses that have a materials fee.	NON-REFUNDABLE ONCE THE CLASS BEGINS.
	Materials Fee Information/Details: Fee(s) are charged and payable with current semester fees. Contact Cashier's Office for additional information.		
Student Activity Card (ASNVC Card)	$0	Optional	
	Student Activity Card (ASNVC Card) Fee Information/Details: The card displays the student's name, birth date, student I.D number, and photo. Students get on and off-campus discounts with this card.		

NOTE: Fees are subject to change at any time by action of the State Legislature, California Board of Governors of the California Community Colleges, or the District Board of Trustees.

Enrollment Fee Refunds

It is the responsibility of the enrolled student to drop their class(es) online through Self- Service or by submitting a "Drop Card" at the Admissions and Records Office no later than the last day to drop a class without a "W", as specified in the Registration Calendar. Students who drop a class by the deadline date will see a billing adjustment based on the number of units dropped. If the adjustment results in a credit balance a refund will be processed. Reference the processing Refunds section for how a refund is processed. Note that dropping a class may result in an adjustment of Financial Aid and may result in a balance due. Consult with the Financial Aid department regarding effects of dropping a class or a class cancellation will have on aid.

Refunds for students who have received a Credit Waiver or CA College Promise Grant Fee Waiver to help pay the enrollment fee will be returned to the appropriate district account. For a canceled class , fees will be adjusted accordingly and may credit balance. Reference the Processing Refunds section for how a refund is processed.

Please note that late-starting classes will have a different refund date. Please consult the Registration Calendar or the Late Start/Short Term Section Information report on the Self- Service Homepage for specific term refund dates.

Processing of Refunds

All refunds processed (excluding canceled classes and refunds of optional fees) are charged a $5 processing fee per student per semester. Credit card payments can only be refunded to the original credit card charged within 30 days of original payment. Refunds are processed **approximately six weeks after**

the last day to add and to the student whose name appears on the enrollment receipt, regardless of who paid the fees. Refund checks will be mailed to the student's address that appears in their student record. Please notify the Admissions and Records Office with any address changes to ensure that you receive your refund check in a timely manner. Consult the Registration Calendar for the last day to add.

Tuition Refunds – Non-resident and International Students Only

Out-of-state and international student tuition will be refunded according to the application date based on the following schedule:

During the first two weeks of instruction.....100%
Third week of instruction 50%
Fourth week of instruction. 25%
After Fourth week of instruction 0%

Appealing Your Fees

To appeal a decision concerning your fees, file a Petition for Late Add, Drop, or Refund by the end of the semester the fees are incurred. For more information, call the Admissions and Records Office at (707) 256-7201.

Pay-to-Stay Information

You must pay for your classes in order to stay in your classes.

YOU ARE REQUIRED TO PAY for your classes within 14 days of registration. If you fail to pay all class-related fees within the 14 days of registration, you can be dropped for non-payment. ***Once a class begins, NVC cannot drop you from the class for non-payment. It is the Student's responsibility to drop the class or classes they registered for. We will place a block on your future registration until your account is paid in full.***

YOU MAY PAY YOUR FEES online through Self Service. NVC accepts Visa, MasterCard, Discover, or American Express credit cards. IMPORTANT: Cashier's Window Hours and in-person services may vary during the spring semester due to COVID 19 shelter-at-home guidelines. Please check the Cashier's Office website for current semester hours. The Cashier's Office can be reached via email at business.office@napavalley.edu or via phone at (707) 256-7188.

YOU ARE RESPONSIBLE FOR DROPPING any class you do not plan to attend. If you stop attending and do not drop your class, you may receive an "F" grade for that class.

YOU ARE FINANCIALLY RESPONSIBLE TO PAY the tuition and fees for any class that you do not drop during the published refund period. Refund dates are published in the online schedule of classes and on the registration calendar each semester. If you want a refund of tuition and fees for the dropped class, you MUST drop the class during the published refund period. Tuition and fees will not be refunded to you if you drop after the refund period is over.