



PERMANENT ADMINISTRATIVE ORDER

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CHAPTER 715

HIGHER EDUCATION COORDINATING COMMISSION

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& LEGISLATIVE COUNSEL

FILING CAPTION: Excluding certain course materials from course registration window notice requirements

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ADOPT: 715-012-0105

RULE TITLE: Incidental Course Materials and Fees

NOTICE FILED DATE: 10/19/2021

RULE SUMMARY: The rule excludes certain course materials from a statutory requirement that course materials information be posted and available to students at the time the course registration window for a given term opens.

RULE TEXT:

(1) The following definitions apply to this rule:

- (a) "Directly related course fee" means a fee imposed by an institution upon a student as a condition of taking a specific course or program or a cost that must be incurred by students as a result of the inclusion of a requirement in the curriculum of a specific course or course section;
- (b) "Estimated Costs" means the best cost estimate available to an institution of higher education at the time such information is aggregated by such institution, unless the institution displays or establishes a link to a website that displays the actual cost of course materials or directly related course fees at the time the website is accessed. Estimated costs shall be single dollar value except in the following instances where student choices may significantly impact actual costs. In such instances, estimated costs means a reasonable estimate of minimum costs or a cost range:

(A) Consumable supplies specific to a program or course of study, unless a specific item is required with no allowable substitutions

(B) Required experiences, such as but not limited to, field trips

(C) Personal protective equipment

(c) "Total number of for-credit courses" means the number of for-credit course sections in an academic year open for student registration for the next non-summer academic term or session, counted as course sections for the term they are conducted. For example, course sections open for registration in the spring of a preceding academic year for fall enrollment shall count for reporting purposes as course sections in the fall term.

(2) The following are required course materials and directly related course fees for which estimated costs are not required to be reported to students under the requirements of Oregon Laws 2021, Chapter 162:

(a) Common consumable materials not specific to a program or course of study.

(b) Any items covered by the payment of a noticed lab or directly related course fee;

(c) Any materials or directly related course fees required of students in a program previously noticed to students as a condition of participation in such program, provided that the course for which the materials will be utilized is not open to enrollment by non-program participants; and

(d) Any equipment, materials or fees generally utilized by students for basic participation at an institution, or that are required as a condition of attendance or participation at an institution. A classroom response system device is not exempt from reporting under this subsection.

(3) Each institution shall provide the Commission with sufficient information to calculate whether the institution has met the requirements of Section 1(1)(a) of Oregon Laws 2021, Chapter 162. The institution will provide additional information upon the Commission's request.

STATUTORY/OTHER AUTHORITY: Oregon Laws 2021, Chapter 162

STATUTES/OTHER IMPLEMENTED: Oregon Laws 2021, Chapter 162