

CUMBERLAND COUNTY COLLEGE

Chargeback Procedures for Out-of-County Residents attending CCC

What is a Chargeback? All county colleges are in part supported by county taxes which automatically subsidize education for their county residents. Students who wish to attend an out-of-county college may be subject to increased, out-of-county tuition rates. Under provisions of the "Chargeback Assistance Law" (Chapter 179, Public Laws of New Jersey, 1968; N.J.S.A. 18A:64A-23), out-of-county students may be eligible to receive a Chargeback Approval and receive the benefits of in-county tuition rates for the college they attend. A **Chargeback Approval** is determined by enrollment in academic programs or for non-matriculated student's credit courses which are not offered at their home county college. In addition, college level proficiency in English, Reading and Math may be required. A Chargeback **Refusal** is processed when the stipulations (above) are not met. However, a **Denial** due to not meeting **your COUNTY** deadline will not be accepted and the surcharge will apply to your account.

Effective July 1, 2011, Cumberland County College will implement a revised tuition schedule and all out-of-county students will be required to process a Chargeback to be eligible for a reduced tuition rate. Chargebacks approved by your county college will require the approval of the County Treasurer's Office as they will verify residency and subsidize the out-of-county portion of the student's bill.

Regardless of eligibility, all out-of-county students are **REQUIRED** to process a Chargeback with the respective community college in their county for every semester of attendance to received the reduced tuition rate.*

Deadlines for submitting Chargeback Approval/Refusal to CCC:

- For Summer I 2012 May 30, 2012
- For Summer II 2012 July 6, 2012
- For Summer III 2012 July 18, 2012
- For Fall 2012 October 3, 2012

***NOTE: Failure to process a Chargeback by the deadline or a NON-Accepted DENIAL will result in additional charges of \$70 (SUM I) and \$65 (SUM II thru FALL) per credit to the student's account.**

Please note that your county deadlines for processing a Chargeback may differ from CCC and must be processed accordingly.

A chargeback denied due to - Past your County Deadline will not be accepted and a Surcharge will apply

*Salem County Deadline – 1st week of term

PROCESSING AN OUT-OF-COUNTY CHARGEBACK:

What is Needed

Students must provide their home college with CCC registration/enrollment information in order to process a Chargeback.

This information must be submitted for each semester of enrollment at CCC (see deadline dates above):

- Student's name
- Student's address
- Student's program major
- Semester of enrollment
- Listing of courses for which student is enrolled
- Chargeback Certification and Unofficial Transcript from **CCC Enrollment Services Office**
(Needed for Basic skills results, or proof of college level standing in English, Reading and Math for 1st time chargeback request)

Who to Contact

Please contact the person responsible for processing an "in-county" Chargeback at the community college in **your county of residence**.

Eligibility

Chargeback Approval - must also have approval signature from the county clerk. This documentation must be submitted to the Bursar's Office at CCC by the deadline as specified above.

Chargeback Refusal – a Chargeback Refusal must be submitted to the Bursar's Office at CCC by the deadline as specified above.

***** CHARGEBACK REFUSAL *****

Student Name: _____

Student ID: _____

Address: _____

The above named student is not eligible for a chargeback for the _____ for the reason indicated below.
(Semester/year)

___ Basic Skills Courses Needed

___ Course/Curriculum Offered

___ Past Due Date – **NOT Acceptable as a DENIAL** (surcharge will apply)

___ Other: _____

Home County College: _____

Signature: College Official

Title

Date

Please submit to:

Cumberland County College
Bursar's Office
PO Box 1500
Vineland, NJ 08362

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