ADDENDUM TO DIRECTIVE 2014-006

Re: CONSIDERATION OF REQUESTS BY OHIO UNIVERSITY TO 1) AMEND ITS TUITION GUARANTEE PROGRAM RULES FOR MAIN CAMPUS AND 2) EXTEND TUITION GUARANTEE PROGRAM FOR OHIO UNIVERSITY’S REGIONAL CAMPUSES AND ADOPT RULES

1. To amend previously approved rules for the Main Campus Tuition Guarantee Program to be consistent with statutory language

On April 1, 2014, the Chancellor approved rules adopted by Ohio University establishing a tuition guarantee program. Ohio University and the Chancellor now amend the rules to be consistent with the statutory language regarding military service. The first bullet point of Section 14 will now read as follows: “STUDENT CALLED TO MILITARY SERVICE – A student called to military service will be given an automatic extension of the Guarantee based upon the number of semesters impacted by his/her time served.” The amended rules are attached hereto as Attachment I.

2. To establish and adopt rules for the tuition guarantee program to students attending Ohio University’s regional campuses

Additionally, Ohio University seeks to establish a tuition guarantee program to students attending Ohio University’s regional campuses. Section 3345.48 of the Ohio Revised Code authorizes the board of trustees of a state university to establish an undergraduate tuition guarantee program. In establishing the program the board must adopt rules that include all of the following:

1. The number of credit hours required to earn an undergraduate degree in each major;
2. A guarantee that the general and instructional fee for each student in a cohort shall remain constant for four years so long as the student complies with the requirements of the programs;
3. A benchmark by which the board sets annual increases in general and instructional fees. This benchmark and any subsequent benchmark shall be subject to approval by the chancellor;
4. Eligibility requirements for students to participate in the program;
5. Student rights and privileges under the program;
6. Consequences to the university for students unable to complete a degree program within four years, as follows:
   a. For a student who could not complete the program in four years due to a lack of available classes or space in classes provided by the university, the university shall provide the necessary course or courses for completion to the student free of charge.
   b. For a student who could not complete the program in four years due to military service or other circumstances beyond a student’s control, as determined by the board of
trustees, the university shall provide the necessary course or courses for completion to the student at the student’s initial cohort rate.

c. For a student who did not complete the program in four years for any other reason, as determined by the board of trustees, the university shall provide the necessary course or courses for completion to the student at a rate determined through a method established by the board under division (B)(7) of 3345.48.

7. Guidelines for adjusting a student’s annual charges if the student, due to circumstances under the student’s control, is unable to complete a degree program within four years;

8. A requirement that the rules adopted be published or posted in the university handbook, course catalog, and web site.

Prior to implementation Ohio University is required to submit its program and rules to the Chancellor for approval. On March 23, 2018 the board of trustees of Ohio University adopted an undergraduate tuition guarantee program for students attending regional campuses and subsequently submitted the rules, attached hereto as Attachment II, to the Chancellor for approval.

Agency staff reviewed the request and posted its recommendations to the ODHE website for purpose of providing a period of public comment before final approval by the Chancellor. No public comments were received.

Based upon my review of staff recommendations and public comments received, I hereby determine the revision to the main campus guarantee program and the establishment of the regional program conform in principle with the parameters and guidelines of section 3345.48 of the Ohio Revised Code and approve the revision to the main campus program and the establishment of the regional campus tuition guarantee program.

This addendum will take effect immediately.

John Carey  
Chancellor, Ohio Department of Higher Education
The OHIO Guarantee Program Principles

February 10th, 2014 - amended 2018

1. **INTRODUCTION**
The OHIO Guarantee is a cohort based, level-rate tuition, housing, dining, and fee model that assures a student and his/her family a set of comprehensive rates for the pursuit of an undergraduate degree at Ohio University within the parameters outlined in this document. A student’s tuition, housing, dining and fee rate is established based on first enrollment and remains “level” or unchanged, for four years (12 consecutive semesters).

2. **DISSEMINATION**
These Principles, along with the Ohio University Board of Trustees approved rates will be published on the Ohio University Bursar, Admissions and other student service websites, including The Student Handbook at [www.ohio.edu/students/handbook/](http://www.ohio.edu/students/handbook/).

3. **DEFINITION OF STUDENTS INCLUDED IN THE OHIO GUARANTEE**
Beginning with the 2015-16 academic year (fall semester 2015 or spring semester 2016), every new degree-seeking first-year or transfer undergraduate (baccalaureate and associate) student, regardless of campus of admission or enrollment, will be part of The OHIO Guarantee at Ohio University.

The student’s level-rate cohort is established based on the first semester of enrollment (fall or spring semester, excluding summer semester) at Ohio University. Students whose first enrollment is summer semester will join the subsequent level-rate cohort in effect for their next fall or spring semester of enrollment following the initial summer semester.

Each year, a new level-rate structure will be established by the Ohio University Board of Trustees to be effective for the new cohort that enrolls for the first time during the academic year.

Additional details regarding the establishment of the student’s cohort:

a. **ESTABLISHMENT OF THE COHORT GROUP** – Any student who is registered for classes as of the day after the Friday of the second week of the semester is considered “enrolled” for that semester. The first semester of enrollment establishes the level-tuition cohort as outlined above. This establishment date is intentionally the same as the “no-refund” date – the date after which students are charged 100% tuition and fees for the semester regardless of classes dropped on this date or thereafter; the official transcript includes all classes enrolled as of this date. For flexible schedule classes, the published “no-refund” date is the rate cohort establishment date.
The OHIO Guarantee Program Principles

b. **SUMMER START STUDENTS** – Students whose first semester is summer semester will pay the current summer rate, but will be treated as part of the entering subsequent fall class and assigned the same level-rate cohort as students who start in the fall. Many of the new summer start students are students who have applied for the fall semester, such as those enrolled in the Summer Transition Program (STP). For example, students starting summer semester 2016 will pay the cohort 2015 rate for that summer, and then will subsequently be moved to the new cohort 2016 with the additional 4 years (12 consecutive semesters) at the level rate.

c. **RELOCATING STUDENTS FROM OHIO UNIVERSITY REGIONAL CAMPUSES** – Level rates for students who enroll at a regional campus and then register for Athens classes in a subsequent semester (“Relocating Students”) are established based on their initial enrollment at Ohio University.

d. **INDIVIDUALLY ENROLLED ATHENS AND REGIONAL CAMPUS STUDENTS** – In addition to fully relocated students, some regional campus students take classes both at a regional campus and at the Athens campus of Ohio University. As all new students at any campus will be defined within a cohort, this enables the tuition calculation for students on multiple campuses to utilize the level-rate structure regardless of the campus at which (s)he starts.

e. **CONTINUING STUDENTS** – Continuing students (students admitted prior to Summer 2014-15) are not part of The OHIO Guarantee. These students will follow the traditional tuition model.

f. **NON-DEGREE STUDENTS** – Students admitted or enrolled as non-degree students (who are not pursuing an undergraduate degree) are not part of The OHIO Guarantee. For example, high school students in the Post-Secondary Enrollment Option Programs, other high school students, honors academy students, exchange students, local students taking occasional classes, etc. Once a student is defined as degree-seeking, however, (s)he will be placed into the appropriate cohort based upon the initial semester enrolled as a degree-seeking student.

g. **RE-ENROLLING STUDENTS** – Re-enrolling students who were admitted in a degree-seeking program prior to Fall 2015-16 will follow the traditional tuition model, as the continuing students do, and are not part of The OHIO Guarantee. Re-enrolling students who were initially admitted Fall 2015-16 or later will be in their respective level-rate cohort and will follow the regular rules after 12 consecutive semesters have elapsed.

4. **LENGTH OF COHORT GUARANTEED RATE**
A student in The OHIO Guarantee will have 4 years (12 consecutive semesters), including the initial fall or spring semester of enrollment, at the level rate regardless of course load (i.e. student could be enrolled full-time, half-time, or not enrolled).
The OHIO Guarantee Program Principles

This provides all students the opportunity to complete as many hours, majors, minors, certificates, or degrees within the 4 year (12 consecutive semesters) cohort. It fosters early degree completion and simplifies the calculation of when a student moves from one guaranteed cohort to another, thereby, treating all students equitably regardless of the amount of credit the student brings to Ohio University.

5. **LENGTH OF COHORT RATE TABLE**
The OHIO Guarantee cohorts are for 4 years (12 consecutive semesters). Some students may require additional semesters beyond the 12 to complete their baccalaureate degrees and can, in certain circumstances, apply for an exception.

*EXCEPTIONS* – A student must apply for an exception prior to the conclusion of their 4 year (12 consecutive semesters) term. Students with approved exceptions may be granted additional semesters at their established cohort level rate.

6. **ACADEMIC COSTS INCLUDED IN THE OHIO GUARANTEE**
The OHIO Guarantee is a comprehensive program consisting of the following assured costs for students in The OHIO Guarantee:
   a. **INSTRUCTIONAL FEE** – If a student enrolls in Athens’ campus classes then the tuition rate is based upon the student’s level-rate cohort. Any class on the Athens campus (including online classes that are not eCampus) will have the tuition rate determined based upon and included in the student’s established level-rate cohort.
   b. **GENERAL FEE** – If a student enrolls in Athens campus classes, then the general fee rate is based upon and included in the student’s established level-rate cohort.
   c. **NON-RESIDENT SURCHARGE FEE** – If a student enrolls in Athens campus classes, then the non-resident surcharge rate is based upon and included in the student’s established level-rate cohort.
   d. **SUPPLIES FEES** – Consumable supplies provided in coursework are included in the student’s level-rate cohort’s tuition and fees.
   e. **STUDENT INFORMATION SYSTEM/NETWORK FEE** – If a student enrolls in Athens campus classes, then the student information system/network fee rate is included in the student’s level-rate cohort’s tuition and fees.
   f. **TECHNOLOGY FEE** – If a student enrolls in Athens campus classes, then the technology fee rate(s) is/are included in the student’s established level-rate cohort’s tuition and fees.
   g. **BOBCAT STUDENT ORIENTATION (BSO) FEE** – The student portion of the Bobcat Student Orientation fee will be included in the student’s level-rate cohort’s tuition and fees.
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h. **GRADUATION APPLICATION FEE** – The graduation application fee will be included in the student’s level included in the student’s level-rate cohort’s tuition and fees and will not be charged as a separate fee at the time of application for graduation.

i. **INDIVIDUAL COURSE FEE** – In an effort to be completely transparent and assure costs associated with individual courses are included in The OHIO Guarantee, the Athens undergraduate individual course fees will be included as a single unchanging rate in The OHIO Guarantee. An average per student cost will be determined and charged to all students, thereby eliminating any unanticipated changes that may occur from year to year as a student is billed. There will be clear guidelines and exceptions outlined including but not limited to:

   I. Course fees for a small number of high-cost programs or activities will be assessed beyond or in addition to level-tuition and fees (e.g. assessed due to travel or aviation costs that exceed a pre-determined amount).

   II. Program Fees/Study Abroad Fees/Domestic Travel Fees - The instructional and general fees will be included in The OHIO Guarantee for these programs. However, additional fees (e.g. flight costs, activity fees, etc.) are **not** part of the OHIO Guarantee.

7. **ADDITIONAL STUDENT COSTS INCLUDED IN THE OHIO GUARANTEE**

   The goal of The Ohio Guarantee is to provide a comprehensive view of the anticipated costs for completing an undergraduate degree at Ohio University. The following costs are included in The OHIO Guarantee:

   a. **HOUSING RATES** – Students in The OHIO Guarantee will be subject to a level housing rate that represents the various housing options available. The rate charged to the student is based upon the student’s chosen or assigned residence type, e.g. single room, double room with air conditioning, etc. If a student changes from one room type to another, the level housing rate charged to the student will change according to the established prices on the cohort housing rate table, subject to availability of the room type. Students choosing to reside on campus beyond the second year are not guaranteed a space or room type. However, if a space is available for a student who has met the two-year on campus residency requirement then the established cohort rate for the available room type will be honored.

   b. **CULINARY SERVICES MEAL PLAN RATES** – Students in The OHIO Guarantee will be subject to a level meal plan rate based upon the type of meal plan selected. A student may select from different meal plan options at the established cohort rate.
The OHIO Guarantee Program Principles

8. **COHORT PRICING MODEL**
   After year one, subsequent cohort increases will be determined by the combination of future biannual legislative prescribed tuition caps combined with a rolling five-year average of the CPI. This rate will be benchmarked against the other State of Ohio four-year research peer institutions’ four-year rolling cost averages to account for the cohort pricing model. Any change in comparison, by which Ohio University’s pricing model has fallen significantly lower than those peer institutions will be submitted to the Chancellor of the Ohio Board of Regents for approval.

9. **FULL-TIME/HALF-TIME/MULTI-CAMPUS STUDENTS**
   Students in The OHIO Guarantee may enroll in as few or as many hours as they wish according to the University Catalog up to 20 hours per semester. Exceeding 20 hours requires college student services office approval. The initial semester of non-summer enrollment establishes the level-tuition rate cohort and the student has 12 consecutive semesters, including the initial non-summer semester, to graduate with the guaranteed rate.

   Students who take less than a full-time course load at the Athens campus will pay an hourly, pro-rated amount based on the full-time guaranteed cohort rate. If a student is enrolled on more than one campus, then the tuition is calculated based on the number of hours enrolled at each campus, not to exceed the comprehensive rate of The OHIO Guarantee.

10. **STUDENTS WHO STOP OUT/WITHDRAW AND RETURN**
    If a student in The OHIO Guarantee cohort chooses to stop out, withdraw, or is judicially suspended from the University, then the student will use the semester(s) of eligibility while absent within the 12 semester Guarantee. When this student re-enrolls, if 12 semesters have not lapsed since initial enrollment, then the student is still charged the guaranteed rate based on his or her original cohort. If 12 semesters have passed, then the re-enrolling student is moved to the next cohort (cohort plus one) unless it has been more than 15 semesters, then cohort plus two; more than 18 then cohort plus three; etc. Re-enrolling (student who stops out for fall or spring semester) students admitted prior to Summer 2015 will not be in a cohort and therefore, are not part of The OHIO Guarantee and will follow the traditional tuition model.

10. **PROGRAMS THAT REQUIRE 4+ YEARS**
    Students in programs that have been identified to the Ohio Board of Regents as requiring more than 128 hours to complete will automatically receive an additional 13th semester of the Guarantee. These programs currently require between 129 and 133 semester hours and account for a very small percentage of students. If a student
The OHIO Guarantee Program Principles

internally transfers to one of these programs from a standard 128 or fewer credit-hour program, (s)he will receive the automatic 13th semester in The OHIO Guarantee.

11. **STUDENTS COMPLETE MORE THAN ONE CREDENTIAL**
Students may complete as many undergraduate degrees, majors, minors, and/or certificates as they are able within the 4 years (12 consecutive semesters) term of the OHIO Guarantee.

Students pursuing a baccalaureate and a graduate course credit at the same time will have their undergraduate course credit assessed based on the level rate cohort. If the student is receiving graduate course credit, then the student will be charged the appropriate graduate fees (instructional, general, course, etc.) for those hours.

12. **STUDENTS GRADUATE IN FEWER THAN 12 SEMESTERS**
Students who graduate in fewer than 12 semesters will continue to be permitted to enroll in classes at the initial level-rate cohort until 12 consecutive semesters have passed. The OHIO Guarantee is designed to encourage graduation and students should be congratulated for finishing in fewer than 12 semesters. These students will see a savings compared to other students who need to take the full 12 semesters of classes.

13. **STUDENTS WHO REQUIRE MORE THAN THE 4 YEARS (12 CONSECUTIVE SEMESTERS)**
Students who take more than 12 semesters to graduate, are not in a program approved to require 4+ years, and are not part of an exception group (defined below), at the end of their 12th semester, will automatically be placed into The OHIO Guarantee cohort that went into effect the year after their initial cohort (initial cohort plus one). The student will remain in that cohort for up to three additional semesters and if still enrolled after that will be placed into the next cohort (initial cohort plus two) for the next three semesters, etc. until the student is no longer enrolled.

14. **EXCEPTIONS FOR STUDENTS WHO REQUIRE MORE THAN 12 SEMESTERS**
There will be some students who require more than 12 semesters (or 13 for majors approved as requiring 4+ years) to graduate due to circumstances beyond their control. Each case will need to be evaluated on its own merit.

An OHIO Guarantee Appeals Committee will be established to evaluate these exceptional cases. In most cases, these extenuating circumstances fall within the precedents already established by the long standing Tuition Appeals Committee and will be the starting basis for the new committee.
The OHIO Guarantee Program Principles

Cases that would be given an automatic extension beyond the 12 semester Guarantee are:

- **STUDENT CALLED TO MILITARY SERVICE** – A student called to military service will be given an automatic extension of the Guarantee based upon the number of semesters impacted by his/her time served.

Some examples of types of cases that could be considered likely to create an extension beyond the 12 semester Guarantee are:

- **REASONABLE ACCOMMODATION FOR DISABILITY** – If it is determined that additional semesters are a reasonable accommodation of a student’s disability impact within The OHIO Guarantee, the Assistant Dean for Student Accessibility Services will make recommendations for the appropriate continuation.

- **MEDICAL CONDITIONS** – A student who has extenuating medical issues will need to submit an appeal to extend the cohort rate based on his/her unique situation. The appeal will need to be evaluated individually and a determination made based on the nature of the medical issue.

- **OHIO PROGRAM OF INTENSIVE ENGLISH (OPIE)** – A student may be admitted to a degree-seeking program at the same time as completing language training in OPIE. If this is the case, then the student will be given automatically the additional semester(s), beyond the standard 12 semesters, equal to the number of semesters (s)he was in OPIE classes, up to the maximum 18. For a non-degree seeking OPIE student who later declares a degree, then the student will be placed into the cohort associated with the semester (s)he was admitted to the degree-seeking program.

- **INTERNSHIPS/CO-OPS** – A student in an approved internship and/or co-op through his/her college may be granted additional semester(s) at his/her established cohort rate equal to the semesters (s)he was enrolled in internship/co-op credit.

- **UNIVERSITY ERRORS** – If it is determined that a University error caused a student to have to extend beyond the 12 semesters contemplated in the OHIO Guarantee program, then the student will be afforded additional semester(s) to complete his/her degree appropriately.
  - If a student is not able to complete his/her degree program in the four years of their established cohort due to the result of a required course(s) not being offered, or available space in a required course, the University will provide the necessary course(s) in compliance with H. B. No. 59 Section 3345.48. To be considered for this exemption, a student must file
The OHIO Guarantee Program Principles

an appeal through The OHIO Guarantee appeals committee. That appeal must demonstrate the affected course(s) was required via the student’s DARS report, that the student had met with an advisor prior to the start of the second week of classes of the term(s) in question to discuss alternatives, and that there was no resolution available.
FISCAL YEAR 2018-19
OHIO UNIVERSITY
ACADEMIC YEAR 2018-19 TUITION, FEE AND RATE INCREASES

RESOLUTION 2018 --

WHEREAS, the appropriate planning and consultations within the University have been completed, resulting in the recommendation for tuition and general fee rate increases for Ohio University’s initial OHIO Guarantee for RHE student cohort to support quality academic programming and to encourage baccalaureate degree completion at the regional campuses; and

WHEREAS, the proposed tuition and general fee increase for the OHIO Guarantee for RHE cohort is consistent with legislative mandates set forth in Ohio Revised Code Section 3345.48; and

WHEREAS, the proposed OHIO Guarantee for RHE Principles and associated tuition and general fees will require the review and approval of the Chancellor of the Ohio Department of Higher Education; and

NOW THEREFORE, BE IT RESOLVED that the Board of Trustees adopts the fee schedule attached hereto as Exhibit A, effective Fall Semester 2018, subject to approval of the Chancellor of the Ohio Department of Higher Education.
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*Beyond 20 Hours: Resident Fee is $140/hr. and Non-Resident Fee is $210/hr.
The OHIO Guarantee Program for RHE Principles

1. **INTRODUCTION AND OVERVIEW**
   The OHIO Guarantee for Regional Higher Education (RHE) extends the promise of The OHIO Guarantee™ to include degree-seeking students enrolled at OHIO’s regional campuses. This expansion assures students and their families a set of comprehensive rates for the pursuit of an undergraduate degree at OHIO on the Athens campus and all regional campuses.

   Degree-seeking students enrolled at Athens campus or any of the regional campuses will benefit further from the predictability and transparency that a level-rate, guaranteed tuition and fees structure can provide with the creation of the RHE guaranteed rates.

   This document outlines and clarifies principles of the existing OHIO Guarantee program that will be extended or modified to accommodate this new cohort-based, level-rate tuition and fee model for RHE. It is important to note that a student’s guaranteed tuition and fees rate is established based on their first term of degree-seeking enrollment and remains “level” or unchanged, for four years (twelve consecutive semesters). Student cohort assignments will entitle them to both Athens campus and RHE guaranteed rates. Charges for students in a guaranteed program will be assessed according to the guaranteed rate table appropriate to the student’s campus of enrollment and cohort, in accordance with the tenets outlined here.

2. **DISSEMINATION**
   These Principles, along with the Ohio University Board of Trustees approved rates, will be published on the Ohio University website and linked from Bursar, Admissions, RHE Campus and other student service websites.

3. **DEFINITION OF STUDENTS INCLUDED IN THE OHIO GUARANTEE**
   Beginning with the 2018-19 academic year (fall semester 2018 or spring semester 2019), every new degree-seeking first-year or transfer undergraduate student at one of Ohio University’s Regional Campuses will be part of The OHIO Guarantee for Regional Higher Education. For the purposes of the OHIO Guarantee for RHE, a degree seeking student is defined as a baccalaureate student or an associate degree student enrolled in a program that has a demonstrable bachelor’s degree completion pathway. Ohio University will complete an annual RHE program audit for all associate degree programs to identify baccalaureate degree completion pathways and measure student outcomes. OU will exempt from the OHIO Guarantee for RHE students enrolled in associate programs without demonstrable and sufficiently utilized bachelor’s degree completion pathway as assessed via the annual RHE program audit. Regional campus tuition and fees for eligible students will be assessed according to the OHIO Guarantee tables that are appropriate for their respective cohort.
The OHIO Guarantee Program for RHE Principles

The student’s level-rate cohort is established based on the first semester of enrollment (fall or spring semester, excluding summer semester) at Ohio University. Students whose first enrollment is summer semester will join the subsequent level-rate cohort in effect for their next fall or spring semester of enrollment following the initial summer semester.

Each year, a new level-rate structure for The OHIO Guarantee for Regional Higher Education will be established by the Ohio University Board of Trustees to be effective for the new cohort enrolling for the first time during the academic year.

Additional details regarding the establishment of the student’s cohort:

a. **ESTABLISHMENT OF THE COHORT GROUP** – Any student who is registered for classes, regardless of location, after the add/drop period, which is the Friday of the second week of the semester for full semester courses, is considered “enrolled” for that semester. The first semester of enrollment establishes the level-tuition cohort as outlined above in The OHIO Guarantee. This establishment date is intentionally the same as the “no-refund” date – the date after which students are charged 100% tuition and fees for the semester regardless of classes dropped on this date or thereafter; the official transcript includes all classes enrolled as of this date. For flexibly scheduled classes, the published “no-refund” date is the establishment date for the rate cohort.

b. **SUMMER START STUDENTS** – Students whose first semester is summer semester will pay the current summer rate but will be treated as part of the entering subsequent fall class and assigned the same level-rate cohort as students who start in the fall. For example, students starting summer semester 2018 will pay the cohort 2017 rate for that summer, and then will subsequently be moved to the new cohort 2018 with four years (twelve consecutive semesters) at the level rate.

c. **COORDINATION WITH THE OHIO GUARANTEE PROGRAM** – Students who are placed in a cohort for The OHIO Guarantee for Regional Higher Education will also be placed in The OHIO Guarantee program for the Athens campus that is already in existence. Therefore, students will be placed in a guaranteed cohort at both the Athens campus and for RHE based on their initial term of degree-seeking enrollment at Ohio University. Their guaranteed tuition rate and program structure will align with the costs and principles associated with those programs. For example, a student who starts in Fall 2018, and takes four classes at a RHE campus and one class at the Athens campus will pay The OHIO Guarantee for Regional Higher Education rate for the four RHE classes and The OHIO Guarantee for Athens rate for one class. Moreover, the student will use one term of eligibility at all campuses.
The OHIO Guarantee Program for RHE Principles

d. CONTINUING STUDENTS – Continuing students (students admitted prior to Summer 2018) are not part of The OHIO Guarantee for Regional Higher Education. However, any student already part of The OHIO Guarantee at the Athens campus due to first term of enrollment Fall 2015 through Spring 2017 will follow the traditional tuition model for courses taken at the regional campus.

e. NON-DEGREE STUDENTS – Students enrolled as non-degree students (who are not pursuing an undergraduate degree) are not part of The OHIO Guarantee on either Athens campus or for RHE. Non-degree enrollment includes high school students participating in College Credit Plus, other high school students, exchange students, local students taking occasional classes, etc. Once a student is defined as degree-seeking, however, (s)he will be placed into the appropriate cohort based upon the initial semester enrolled as a degree-seeking student.

f. RE-ENROLLING STUDENTS – Re-enrolling students who were admitted in a degree-seeking program prior to Fall 2018 will follow the traditional tuition model, as the continuing students do, and are not part of The OHIO Guarantee for Regional Higher Education. Re-enrolling students who were initially admitted Fall 2018 or later will be in their respective level-rate cohort and will follow the regular rules after 12 consecutive semesters have elapsed.

g. OTHER EXCEPTIONS – Programs offered through eCampus, at the graduate level, or through the Heritage College of Osteopathic Medicine are excluded from The OHIO Guarantee at this time.

4. LENGTH OF COHORT GUARANTEED RATE
A student in The OHIO Guarantee for Regional Higher Education will have 4 years (12 consecutive semesters, including summers), including the initial fall or spring semester of enrollment, at the level rate regardless of course load (i.e. student could be enrolled full-time, half-time, or not enrolled).

This provides all students the opportunity to complete as many hours, majors, minors, certificates, or degrees as possible within the four years (twelve consecutive semesters) cohort. A twelve-semester guarantee may foster early degree completion and simplifies the calculation of when a student moves from one guaranteed cohort to another, thereby, treating all students equitably regardless of the amount of credit the student brings to Ohio University.

5. LENGTH OF COHORT RATE TABLE
The OHIO Guarantee for Regional Higher Education cohorts include four years (twelve consecutive semesters). Some students may require additional semesters beyond twelve to complete their baccalaureate degrees and can, in certain circumstances, apply for an exception to extend the length of their cohort. Once a cohort expires, tuition and fees will be assessed at the guaranteed rates for the oldest, unexpired cohort rate. A
The OHIO Guarantee Program for RHE Principles

manual waiver will be posted to ensure that the appropriate rates are being billed to a student.

EXCEPTIONS – A student must apply for an exception prior to the conclusion of their four year (twelve consecutive semesters) term. Students with approved exceptions may be granted additional semesters at their established cohort level rate.

6. ACADEMIC COSTS INCLUDED IN THE OHIO GUARANTEE FOR REGIONAL HIGHER EDUCATION
As an extension of The OHIO Guarantee, the model defined in the OHIO Guarantee for Regional Higher Education is a comprehensive program consisting of the following assured costs for students:

a. INSTRUCTIONAL FEE – If a student enrolls in RHE Campus classes, then the tuition rate is based upon the student’s level-rate cohort. The rate for any class on a RHE Campus (including online classes that are not offered through eCampus) will be determined based upon and included in the student’s established level-rate cohort.

b. GENERAL FEE – If a student enrolls in RHE Campus class, then the general fee rate is based upon and included in the student’s established level-rate cohort.

c. NON-RESIDENT SURCHARGE FEE – If a student enrolls in RHE Campus classes, then the non-resident surcharge rate is based upon and included in the student’s established level-rate cohort.

d. SUPPLIES FEES - Consumable supplies provided in coursework are included in the student’s level-rate cohort’s tuition and fees unless otherwise noted.

e. STUDENT INFORMATION SYSTEM/NETWORK FEE/ZANESVILLE SECURITY FEE – If a student enrolls in RHE campus classes, then the student information system/network and Zanesville Security fee rate is included in the student’s level-rate cohort’s tuition and fees.

f. GRADUATION APPLICATION FEE – The graduation application fee will be included in the student’s level-rate cohort’s tuition and fees and will not be charged as a separate fee at the time of application for graduation.

g. INDIVIDUAL COURSE FEE – In an effort to be completely transparent and assure costs associated with individual courses are included in The OHIO Guarantee for Regional Higher Education, the RHE undergraduate individual course fees will be included as a single unchanging rate in The OHIO Guarantee for Regional Higher Education. An average per student cost will be determined and charged to all students, thereby eliminating any unanticipated changes that may occur from year to year as a student is billed. There will be clear guidelines and exceptions outlined including but not limited to:
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I. Course fees for a small number of high-cost programs or activities will be assessed beyond or in addition to level-tuition and fees (e.g. assessed costs for external certification or equestrian costs that exceed a pre-determined amount).

II. Program Fees/Study Abroad Fees/Domestic Travel Fees - The instructional and general fees will be included in The OHIO Guarantee for these programs. However, additional fees (e.g. activity fees, pass-through, costs paid to third-parties, etc.) are not part of The OHIO Guarantee for Regional Higher Education.

7. COHORT PRICING MODEL
After year one, subsequent cohort increases will be determined by the combination of future biennial legislative prescribed tuition caps combined with a rolling five-year average of the CPI in compliance with Ohio Revised Code Section 3345.48. This rate will be benchmarked against the other State of Ohio four year research peer institutions’ four-year rolling cost averages to account for the cohort pricing model. Any change in comparison, by which Ohio University’s pricing model has fallen significantly lower than those peer institutions will be submitted to the Chancellor of the Ohio Department of Higher Education for approval.

8. FULL-TIME/PART-TIME/MULTI-CAMPUS STUDENTS
Consistent with the University Undergraduate Catalog, students in The OHIO Guarantee for Regional Higher Education may enroll in up to 20 hours per semester. Exceeding 20 hours requires college/regional campus student services office approval. The initial semester of non-summer enrollment establishes the level-tuition rate cohort and the student has 12 consecutive enrollment semesters, including the initial non-summer semester, to graduate with the guaranteed rate.

A student, who is placed in a cohort of The OHIO Guarantee for Regional Higher Education and takes less than a full-time course load at a RHE campus, will pay an hourly, pro-rated amount based on the full-time guaranteed cohort rate. If a student is enrolled on more than one RHE campus, then the tuition is calculated based on the total number of hours enrolled across all regional campuses, not to exceed the comprehensive rate of The OHIO Guarantee for Regional Higher Education. This concept applies if the student is taking Athens based courses such that The OHIO Guarantee for Athens rates will not exceed the Athens rate structure.

9. STUDENTS WHO STOP OUT/WITHDRAW AND RETURN
If a student in The OHIO Guarantee for Regional Higher Education cohort chooses to stop out, withdraw, or is judicially suspended from the University, then the student will use the semester(s) of eligibility while absent within the 12 semester guarantee. When
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this student re-enrolls, if 12 semesters have not lapsed since initial enrollment, then the student is still charged the guarantee rate based on his or her original cohort. If 12 semesters have passed, then the re-enrolling student is moved to the oldest, unexpired cohort rate; etc. Re-enrolling students admitted prior to Summer 2018 will not be in a cohort and therefore, are not part of The OHIO Guarantee for Regional Higher Education and will follow the traditional tuition model when taking courses at the regional campuses.

10. **PROGRAMS THAT REQUIRE 4+ YEARS**
Students in programs that have been identified to the Ohio Department of Higher Education as requiring more than 128 hours to complete will automatically receive an additional 13th semester of the Guarantee. These programs currently require between 129 and 133 semester hours and account for a very small percentage of students. If a student internally transfers to one of these programs from a standard 128 or fewer credit-hour program, (s)he will receive the automatic 13th semester in The OHIO Guarantee for Regional Higher Education.

11. **STUDENTS COMPLETE MORE THAN ONE CREDENTIAL**
Students may complete as many undergraduate degrees, majors, minors, and/or certificates as they are able within the 4 years (12 consecutive semesters) term of The OHIO Guarantee for Regional Higher Education.

If applicable, an undergraduate student taking graduate courses under the Senior for Graduate Credits policy will be assessed based on the level rate cohort according to the appropriate guaranteed rates for Athens or RHE.

12. **STUDENTS GRADUATE IN FEWER THAN 12 SEMESTERS**
Students who graduate in fewer than 12 semesters will continue to be permitted to enroll in classes at the initial level-rate cohort until 12 consecutive semesters have passed. The OHIO Guarantee for Regional Higher Education is designed to encourage graduation and students should be congratulated for finishing in fewer than 12 semesters. These students will see a savings compared to other students who need to take the full 12 semesters of classes.

13. **STUDENTS WHO REQUIRE MORE THAN THE 4 YEARS (12 CONSECUTIVE SEMESTERS)**
Students who take more than 12 semesters to graduate, are not enrolled in a program approved to require 4+ years, and are not part of an exception group (defined below), at the end of their 12th semester, automatically will be placed into guaranteed rate table that went into effect the year after their initial cohort (initial cohort plus one) appropriate to their campus of enrollment. The student will remain in that cohort for the remaining terms of that year (up to three additional semesters counting summer) and if
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still enrolled after that will be placed into the next cohort (initial cohort plus two) for the next three semesters, etc. until the student is no longer enrolled. This principle applies to the student’s cohort that follows them at the Athens campus.

14. **EXCEPTIONS FOR STUDENTS WHO REQUIRE MORE THAN 12 SEMESTERS**

For a student who could not complete the program in four years due to a lack of available classes or space in classes provided by the university, the university shall provide the necessary course or courses for completion to the student free of charge.

There will be some students who require more than 12 semesters (or 13 for majors approved as requiring 4+ years) to graduate due to circumstances beyond their control. Each case will need to be evaluated on its own merit.

An OHIO Guarantee Appeals Committee will be established to evaluate these exceptional cases. In most cases, these extenuating circumstances fall within the precedents already established by the long standing Tuition Appeals Committee and will be the starting basis for the new committee.

Some examples of types of cases that could be considered likely to create an extension beyond the 12 semester Guarantee are:

- **STUDENT CALLED TO MILITARY SERVICE** – For a student who could not complete the program in four years due to military service or other circumstances beyond a student’s control, as determined by the board of trustees, the university shall provide the necessary course or course equivalents for completion to the student at the student’s initial cohort rate.

- **REASONABLE ACCOMMODATION FOR DISABILITY** – If it is determined that additional semesters are a reasonable accommodation of a student’s disability impact within the guarantee, the Assistant Dean for Student Accessibility Services will make recommendations for the appropriate continuation.

- **MEDICAL CONDITIONS** – A student who has extenuating medical issues will need to submit an appeal to extend the cohort rate based on his/her unique situation. The appeal will need to be evaluated individually and a determination made based on the nature of the medical issue.

- **OHIO PROGRAM OF INTENSIVE ENGLISH (OPIE)** – A student may be admitted to the OPIE Bridge/Pathway program to complete English language training prior to earning degree-seeking admission. Any OPIE student intending to pursue a degree will enter a Guarantee cohort associated with the appropriate campus and semester (s)he enrolls in the degree-seeking program. If enrollment is extended beyond twelve semesters due to Bridge/Pathway enrollment, the
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student will be eligible for up to a maximum of 18 semesters of guaranteed degree-seeking rates.

- **INTERNSHIPS/CO-OPS** – A student in an approved internship and/or co-op through his/her college may be granted additional semester(s) at his/her established cohort rate equal to the semesters s/he was enrolled in internship/co-op credit.

- **UNIVERSITY ERRORS** – If it is determined that a University error caused a student to have to extend beyond the 12 semesters in the OHIO Guarantee program, then the student will be afforded additional semester(s) to complete his/her degree appropriately.