

MiraCosta College has developed an approval and annual reviewing process for instructional materials fees to ensure that the district is in compliance with Board of Governors regulations and the California Code of Regulations. Administrative law dictates that students may only be required to provide instructional materials that are of

- C. "Required instructional materials that are of continuing value outside of the classroom setting" are materials that can be taken from the classroom setting and that are not wholly consumed, used up, or rendered valueless as they are applied in achieving the required objectives of a course that are to be

Modification Procedure for a Current Instructional Materials Fee

- A. Review the current fee and determine the appropriate, modified cost:
 - 1. List the items each student would buy.
 - 2. Add the cost of each item to determine the total individual student fee.
- B. Identify any additional, specific course objectives that cannot be met without the instructional materials.
- C. If adding instructional materials, determine if the additional