



# COLLEGE OF THE NORTH ATLANTIC

## OPERATIONAL PROCEDURE

### TOPIC: TUITION AND FEES

<b>Procedure No.</b>	CS-301-PR	<b>Division</b>	Corporate Services
<b>Supersedes</b>	n/a	<b>Board Policy Ref.</b>	GP-A-103
<b>Related Policy</b>	CS-301	<b>Effective Date:</b>	February 22, 2024 (R3)

### PROCEDURE

The Finance and Administration Department will review tuition and fees on an annual basis. This review will look at average inflation for the past year and apply a factor of 2%. A recommendation will be submitted to the Board of Governors for a tuition and fees change that will become effective at the commencement of the next academic year.

Once the Board of Governors has approved the proposed tuition and fees change, the Vice President of Finance and Administration will communicate this information to Headquarters and campuses.

CNA's Customized and Continuous Learning Department will have tuition and fees established by an internal process. The tuition and fees associated with these offerings would not be approved by the Board of Governors.

#### Approval History

Approved by President	March 25, 1997
Revision 1	July 7, 2016
Revision 2	February 15, 2022
Revision 3	February 22, 2024