

# 2022 - 2023 FISCAL YEAR



## OPERATING BUDGET

### BOARD OF TRUSTEES

LORI KELLEY, CHAIR    DR. DEVIN STEPHENSON,  
THOMAS "RUDY" WRIGHT, VICE-CHAIR    PRESIDENT  
CHARLOTTE FLYNT  
GRAHAM FOUNTAIN  
DON LITKE



# **NORTHWEST FLORIDA STATE COLLEGE**

**Operating Budget  
Fiscal Year 2022-2023**

**Presented to:  
District Board of Trustees  
June 21, 2022**

**NORTHWEST FLORIDA STATE COLLEGE OPERATING BUDGET**  
**OPERATING BUDGET**  
**FY 2022-2023**  
**Table of Contents**

<b>Fund I Operating Budget:</b>		<b>Page Number</b>
	Exhibit A: Annual Budget Summary	1
	Exhibit B: Student Tuition and Fee Rates and Block Tuition	2
	Exhibit C: Budget Worksheet for Estimated Student Tuition and Transfers	3
	Exhibit D: Schedule of Budgeted Revenues, Expenditures and Fund Balance by General Ledger Code	5
<b>Attachment I:</b>	<b>Restricted Budgets</b>	
	I – A Student Activity and Service Fee	13
	I – B Collegiate High School – Current Fund Proposed	14
	I – C Construction/Renovation & Remodeling (Unexpended Plant Fund)	18
	I – D Funds 1, 2, 3, and 7 – Budget Summary	19
<b>Attachment II:</b>	<b>Student Fees</b>	
	II – A Tuition, Financial Aid, Student Activities and Services, Technology, and Capital Improvement Fees	20
	II – B Lab/Course Fee Schedule	26
	II – C Testing Fees	28
	II – D Child Development Education Center Fees	30
	II – E Other Miscellaneous Charges	31
	II – F Proposed Course Fee Changes	32

**NORTHWEST FLORIDA STATE COLLEGE OPERATING BUDGET**  
**OPERATING BUDGET**  
**FY 2022-2023**  
**Table of Contents**

	<b>Page Number</b>
<b>Attachment III:</b>	
<b>Salary Schedule</b>	
III – Salary Schedule	39
III – Payroll Calendars	60
<b>Attachment IV:</b>	
<b>NWFSC Scholarship Program</b>	
IV – A   Scholarship Program	65
IV – B   Scholarship Budget	73
<b>Attachment V:</b>	
<b>College Events and Other Services</b>	
V – A   Event Admission Prices	75
V – B   Facility Rental and Services Rates	78

# ***NORTHWEST FLORIDA STATE COLLEGE***

## ***OPERATING BUDGET***

- Exhibit A: Annual Budget Summary**
- Exhibit B: Student Tuition and Fee Rates and Block Tuition**
- Exhibit C: Budget Worksheet for Estimated Student Tuition and Transfers**
- Exhibit D: Schedule of Budgeted Revenues, Expenditures and  
Fund Balance By General Ledger Code**

## EXHIBIT A

**THE FLORIDA COLLEGE SYSTEM  
COLLEGE OPERATING BUDGET  
ANNUAL BUDGET SUMMARY  
FISCAL YEAR 2022-23**

		<b>CURRENT FUNDS - UNRESTRICTED</b>
<b>BEGINNING FUND BALANCE - JULY 1, 2022:</b>		
ESTIMATED AFR FUND BALANCE - JUNE 30, 2022 (IF DEBIT BALANCE USE "MINUS SIGN")		\$3,985,030
ADD AMOUNT EXPECTED TO BE FINANCED IN FUTURE YEARS (USE PLUS SIGN)		19,323,110
TOTAL RESERVE AND UNENCUMBERED FUND BALANCE - JULY 1, 2022		\$23,308,140
ADD:	REVENUES	\$36,286,082
	TRANSFERS IN	\$574,215
TOTAL RECEIPTS		\$36,860,297
<b>TOTAL ESTIMATED AVAILABLE</b>		\$60,168,437
DEDUCT:	EXPENDITURES	\$35,037,525
	TRANSFERS OUT	\$1,822,772
<b>TOTAL DISBURSEMENTS</b>		\$36,860,297
<b>ESTIMATED FUND BALANCE - JUNE 30, 2023:</b>		
TOTAL AVAILABLE LESS DISBURSEMENTS		\$23,308,140
ADD ACCRUED LEAVE EXPENSE (GLC 59300)		\$0
TOTAL ESTIMATED RESERVE AND UNENCUMBERED FUND BALANCE - JUNE 30, 2023		\$23,308,140
LESS ESTIMATED AMOUNT EXPECTED TO BE FINANCED IN FUTURE YEARS (GLC 30800) - JUNE 30, 2023		\$19,323,110
<b>TOTAL ESTIMATED FUND BALANCE - JUNE 30, 2023</b>		\$3,985,030
ESTIMATED UNENCUMBERED FUND BALANCE - JUNE 30, 2023		\$3,558,030
(Includes GL's: 30200, 30300, 30400, 30500, 30600, 30700, 30900, and 31100)		
<b>PERCENT OF ESTIMATED UNENCUMBERED FUND BALANCE AS OF JUNE 30, 2023, TO ESTIMATED FUNDS AVAILABLE</b>		5.91%
<b>CERTIFY BOARD OF TRUSTEES APPROVAL:</b>		

COLLEGE PRESIDENT

DATE

**THE FLORIDA COLLEGE SYSTEM  
COLLEGE OPERATING BUDGET  
FALL 2022-23 STUDENT TUITION AND FEE RATES AND BLOCK TUITION  
(UPPER AND LOWER LEVELS)**

**RESIDENT STUDENTS****TUITION AND FEES PER CREDIT HOUR & BLOCK TUITION**

PROGRAMS	TUITION	STUDENT FINANCIAL AID FEE (1)	STUDENT ACTIVITY FEE (1)	CAPITAL IMPROVEMENT FEE (1)	TECHNOLOGY FEE (1)	TOTAL	TUITION AND FEES FOR ACADEMIC YEAR (30 HOURS)
UPPER LEVEL - BACCALAUREATE	91.79	4.59	6.88	14.74	4.59	122.59	3,677.70
LOWER LEVEL - CREDIT (A & P, PSV, DEVELOPMENTAL EDUCATION AND EPI)	82.77	3.86	0.00	13.52	3.86	104.01	3,120.30
CAREER CERTIFICATE AND APPLIED TECHNOLOGY DIPLOMA	71.70	7.20		3.60	3.60	86.10	2,583.00
PROGRAMS	BLOCK TUITION					TOTAL	BLOCK TUITION PER TERM OR PER HALF YEAR
VOCATIONAL PREPARATORY (PER TERM)	30.00					30.00	90.00
ADULT GENERAL EDUCATION AND SECONDARY (PER TERM)	30.00					30.00	90.00
VOCATIONAL PREPARATORY (PER HALF YEAR)	0.00					0.00	0.00
ADULT GENERAL EDUCATION AND SECONDARY (PER HALF YEAR)	0.00					0.00	0.00

**NONRESIDENT STUDENTS****TUITION AND FEES PER CREDIT HOUR & BLOCK TUITION**

PROGRAMS	TUITION	OUT-OF-STATE FEES	STUDENT FINANCIAL AID FEE (1)	STUDENT ACTIVITY FEE (1)	CAPITAL IMPROVEMENT FEE (1)	TECHNOLOGY FEE (1)	TOTAL	TUITION AND FEES FOR ACADEMIC YEAR (30 HOURS)
UPPER LEVEL - BACCALAUREATE	91.79	275.37	18.36	6.88	40.10	18.36	450.86	13,525.80
LOWER LEVEL - CREDIT (A & P, PSV, DEVELOPMENTAL EDUCATION AND EPI)	82.77	248.31	15.42	0.00	36.10	15.42	398.02	11,940.60
CAREER CERTIFICATE AND APPLIED TECHNOLOGY DIPLOMA	71.70	215.10	28.50		14.40	14.40	344.10	10,323.00
PROGRAMS	BLOCK TUITION						TOTAL	BLOCK TUITION PER TERM OR PER HALF YEAR
VOCATIONAL PREPARATORY (PER TERM)	30.00						30.00	90.00
ADULT GENERAL EDUCATION AND SECONDARY (PER TERM)	30.00						30.00	90.00
VOCATIONAL PREPARATORY (PER HALF YEAR)	0.00						0.00	0.00
ADULT GENERAL EDUCATION AND SECONDARY (PER HALF YEAR)	0.00						0.00	0.00

**(1) These Fees Are Not Required**

Note: The 2022-23 Fee Audit and Discretionary Fee calculations are provided at the end of the Workbook, to assist the college in verifying that the tuition and fee rates are in compliance with sections 1009.22 and 1009.23, Florida Statutes.

THE FLORIDA COLLEGE SYSTEM  
FALL 2022-23 BUDGET WORKSHEET FOR ESTIMATED STUDENT TUITION AND TRANSFERS

## I. BUDGET WORKSHEET FOR ESTIMATED STUDENT FEES PER CREDIT HOUR

STUDENT TUITION	DISCIPLINE	GENERAL LEDGER CODE	TOTAL PLANNED CREDIT HOURS	FEE EXEMPT, DUAL ENROLLMENT & APPRENTICESHIP, ETC.	TOTAL FEE PAYING	CHARGE PER STUDENT CREDIT HOUR	BUDGETED FEE REVENUES
TUITION	ADVANCED & PROFESSIONAL (UPPER LEVEL - BACCALAUREATE)	40101	8,498	56	8,442.00	91.79	\$774,891
TUITION	ADVANCED & PROFESSIONAL (LOWER LEVEL)	40110	78,657	24,601	54,056.00	82.77	4,474,215
TUITION	POSTSECONDARY VOCATIONAL	40120	14,156	876	13,280.00	82.77	1,099,186
TUITION	CAREER CERTIFICATE AND APPLIED TECHNOLOGY DIPLOMA	40130	5,024	64	4,960.00	71.70	355,632
TUITION	DEVELOPMENTAL EDUCATION	40150	1,980	144	1,836.08	82.77	151,972
TUITION	EDUCATOR PREPARATION INSTITUTES	40160	0	0	0.00	82.77	0
SUBTOTAL			108,315	25,741	82,574.08		\$6,855,896
STUDENT OUT-OF STATE FEES	DISCIPLINE	GENERAL LEDGER CODE	ESTIMATED FEE PAYING OUT-OF-STATE CREDIT HOURS	CHARGE PER STUDENT CREDIT HOUR	BUDGETED FEE REVENUES		
OUT-OF-STATE FEES	ADVANCED & PROFESSIONAL (UPPER LEVEL - BACCALAUREATE)	40301	0	275.37	\$0		
OUT-OF-STATE FEES	ADVANCED & PROFESSIONAL (LOWER LEVEL)	40310	2,807	248.31	697,006		
OUT-OF-STATE FEES	POSTSECONDARY VOCATIONAL	40320	699	248.31	173,668		
OUT-OF-STATE FEES	CAREER CERTIFICATE AND APPLIED TECHNOLOGY DIPLOMA	40330	54	215.10	11,615		
OUT-OF-STATE FEES	DEVELOPMENTAL EDUCATION	40350	59	248.31	14,679		
OUT-OF-STATE FEES	EDUCATOR PREPARATION INSTITUTES	40360	0	248.31	0		
SUBTOTAL			3,620		\$896,968		
TOTAL STUDENT TUITION AND OUT-OF-STATE FEES							\$7,752,864

## II. BUDGET WORKSHEET FOR ESTIMATED STUDENT TUITION (CONTINUED)

STUDENT BLOCK TUITION	DISCIPLINE	GENERAL LEDGER CODE	TOTAL ANNUAL HEADCOUNT UNDUPLICATED BY TERM/BLOCK	FEE EXEMPT	TOTAL FEE PAYING	BLOCK TUITION CHARGED	BUDGETED FEE REVENUES
BLOCK TUITION (PER TERM)	VOCATIONAL PREPARATORY	40180	0	0	0.00	30.00	\$0
BLOCK TUITION (PER TERM)	ADULT GENERAL EDUCATION AND SECONDARY	40190	0	0	0.00	30.00	0
BLOCK TUITION (PER HALF YEAR)	VOCATIONAL PREPARATORY	40180	0	0	0.00	0.00	0
BLOCK TUITION (PER HALF YEAR)	ADULT GENERAL EDUCATION AND SECONDARY	40190	0	0	0.00	0.00	0
SUBTOTAL			0	0	0.00		\$0
NONRESIDENT BLOCK TUITION	DISCIPLINE	GENERAL LEDGER CODE	TOTAL ANNUAL HEADCOUNT UNDUPLICATED BY TERM/BLOCK	BLOCK TUITION CHARGED	BUDGETED FEE REVENUES		
BLOCK TUITION (PER TERM)	VOCATIONAL PREPARATORY	40380	0	30.00	\$0		
BLOCK TUITION (PER TERM)	ADULT GENERAL EDUCATION AND SECONDARY	40390	0	30.00	0		
BLOCK TUITION (PER HALF YEAR)	VOCATIONAL PREPARATORY	40380	0	0.00	0		
BLOCK TUITION (PER HALF YEAR)	ADULT GENERAL EDUCATION AND SECONDARY	40390	0	0.00	0		
SUBTOTAL			0		\$0		
TOTAL BLOCK TUITION							\$0
GRAND TOTAL STUDENT FEES							\$7,752,864



III. TRANSFER IN AND OUT INFORMATION:

EXHIBIT C

PURPOSE OF TRANSFER	AMOUNT	FUND TRANSFERRED FROM	FUND TRANSFERRED TO
<b>TRANSFERS OUT:</b>			
Debt Service to Banq of America	\$1,779,203	Fund 1	Fund 8
Debt Service to Capital Leases	43,569	Fund 1	Fund 8
<b>TOTAL TRANSFERS OUT</b>	<b>\$1,822,772</b>		
<b>TRANSFERS IN:</b>			
CHS Administrative Payroll Support	\$417,215	Fund 2	Fund 1
Capital Outlay from CHS	125,000	Fund 2	Fund 1
Auxiliary Support of Hospitality	32,000	Fund 3	Fund 1
<b>TOTAL TRANSFERS IN</b>	<b>\$574,215</b>		
<b>TOTAL ALL TRANSFERS</b>	<b>\$2,396,987</b>		

**Northwest Florida State College**  
**SCHEDULE OF BUDGETED REVENUES, EXPENDITURES, AND FUND BALANCE**  
**BY GENERAL LEDGER CODE**  
**FOR THE FISCAL YEAR 2022-23**

ACCOUNT TITLE		GENERAL LEDGER CODE	CURRENT FUNDS - UNRESTRICTED LOWER AND UPPER LEVEL
<b>STUDENT TUITION</b>			
TUITION	ADVANCED & PROFESSIONAL (UPPER LEVEL - BACCALAUREATE)	40101	\$774,891
TUITION	ADVANCED & PROFESSIONAL (LOWER LEVEL)	40110	\$4,474,215
TUITION	POSTSECONDARY VOCATIONAL	40120	\$1,099,186
TUITION	CAREER CERTIFICATE AND APPLIED TECHNOLOGY DIPLOMA	40130	\$355,632
TUITION	DEVELOPMENTAL EDUCATION	40150	\$151,972
TUITION	EDUCATOR PREPARATION INSTITUTES	40160	\$0
<b>SUBTOTAL STUDENT TUITION</b>			<b>\$6,855,896</b>
OUT-OF-STATE FEES	ADVANCED & PROFESSIONAL (UPPER LEVEL - BACCALAUREATE)	40301	\$0
OUT-OF-STATE FEES	ADVANCED & PROFESSIONAL (LOWER LEVEL)	40310	\$697,006
OUT-OF-STATE FEES	POSTSECONDARY VOCATIONAL	40320	\$173,668
OUT-OF-STATE FEES	CAREER CERTIFICATE AND APPLIED TECHNOLOGY DIPLOMA	40330	\$11,615
OUT-OF-STATE FEES	DEVELOPMENTAL EDUCATION	40350	\$14,679
OUT-OF-STATE FEES	EDUCATOR PREPARATION INSTITUTES	40360	\$0
<b>SUBTOTAL OUT-OF-STATE FEES</b>			<b>\$896,968</b>
TUITION (PER TERM) - RESIDENT	VOCATIONAL PREPARATORY	40180	\$0
TUITION (PER TERM) - RESIDENT	ADULT GENERAL EDUCATION AND SECONDARY	40190	\$0
TUITION (PER HALF YEAR) - RESIDENT	VOCATIONAL PREPARATORY	40180	\$0
TUITION (PER HALF YEAR) - RESIDENT	ADULT GENERAL EDUCATION AND SECONDARY	40190	\$0
<b>SUBTOTAL BLOCK RESIDENT TUITION</b>			<b>\$0</b>
TUITION (PER TERM) - NONRESIDENT	VOCATIONAL PREPARATORY	40380	\$0
TUITION (PER TERM) - NONRESIDENT	ADULT GENERAL EDUCATION AND SECONDARY	40390	\$0
TUITION (PER HALF YEAR) - NONRESIDENT	VOCATIONAL PREPARATORY	40380	\$0
TUITION (PER HALF YEAR) - NONRESIDENT	ADULT GENERAL EDUCATION AND SECONDARY	40390	\$0
<b>SUBTOTAL BLOCK TUITION NONRESIDENT FEES</b>			<b>\$0</b>
<b>SUBTOTAL FCSPF STUDENT FEES</b>			<b>\$7,752,864</b>

**Exhibit D**

**Northwest Florida State College**  
**SCHEDULE OF BUDGETED REVENUES, EXPENDITURES, AND FUND BALANCE**  
**BY GENERAL LEDGER CODE**  
**FOR THE FISCAL YEAR 2022-23**

ACCOUNT TITLE	GENERAL LEDGER CODE	CURRENT FUNDS - UNRESTRICTED LOWER AND UPPER LEVEL
TUITION - LIFELONG LEARNING	40210	\$0
TUITION - CONTINUING WORKFORCE EDUCATION	40240	\$0
FULL COST OF INSTRUCTION (REPEAT COURSE FEE)	40260	\$0
TUITION - SELF-SUPPORTING	40270	\$31,500
LABORATORY FEES	40400	\$549,720
DISTANCE LEARNING COURSE USER FEES	40450	\$750,000
APPLICATION FEES	40500	\$0
TRANSIENT STUDENT APPLICATION FEE	40505	\$0
GRADUATION FEES	40600	\$0
DIPLOMA REPLACEMENT FEES	40610	\$0
TRANSCRIPT FEES	40700	\$50,000
FINANCIAL AID FUND FEES	40800	\$0
TECHNOLOGY FEE	40870	\$372,798
OTHER STUDENT FEES	40900	\$145,800
TRANSPORTATION FEE (SANTA FE COLLEGE ONLY)	40980	\$0
CREDIT CARD CONVENIENCE FEE	40985	\$0
<b>TOTAL STUDENT FEES</b>		<b>\$9,652,682</b>
<b>SUPPORT FROM LOCAL GOVERNMENT</b>		
GRANTS AND CONTRACTS FROM CITIES	41500	\$0
GRANTS AND CONTRACTS FROM COUNTIES	41600	\$1,400,000
INDIRECT COSTS RECOVERED - CITY AND COUNTY	41900	\$0
<b>TOTAL SUPPORT FROM LOCAL GOVERNMENT</b>		<b>\$1,400,000</b>
<b>STATE SUPPORT</b>		
FLORIDA COLLEGE SYSTEM PROGRAM FUND (FCSPF)	42110	\$17,597,037
SPECIAL APPROPRIATION - OTHER (TO INCLUDE PIPELINE)	42130	\$790,906
PERFORMANCE-BASED INCENTIVE FUNDING - FCSPF	42150	\$242,103
INCENTIVE GRANTS FOR EXPANDED PROGRAMS	42160	\$0
LICENSE TAG FEES APPROPRIATION	42210	\$0
PERFORMANCE-BASED INCENTIVE PROGRAM (CATEGORICAL APPROPRIATIONS)	42510	\$200,000
LOTTERY FUNDS - FCSPF	42610	\$4,074,354

Exhibit D

**Northwest Florida State College**  
**SCHEDULE OF BUDGETED REVENUES, EXPENDITURES, AND FUND BALANCE**  
**BY GENERAL LEDGER CODE**  
**FOR THE FISCAL YEAR 2022-23**

ACCOUNT TITLE	GENERAL LEDGER CODE	CURRENT FUNDS - UNRESTRICTED LOWER AND UPPER LEVEL
GRANTS AND CONTRACTS - STATE	42700	\$0
INDIRECT COST RECOVERED - STATE	42900	\$0
<b>TOTAL STATE SUPPORT</b>		<b>\$22,904,400</b>
<b>FEDERAL SUPPORT</b>		
GRANTS AND CONTRACTS FROM FEDERAL GOVERNMENT	43500	\$0
GRANTS AND CONTRACTS FROM FEDERAL GOVERNMENT (EDUCATION)	43518	\$0
GRANTS AND CONTRACTS FROM FEDERAL GOVERNMENT (DISCRETIONARY)	43519	\$0
GRANTS AND CONTRACTS FEDERAL GOVERNMENT - STIMULUS (HEERF) - INSTITUTIONAL	43521	\$1,500,000
GRANTS AND CONTRACTS FEDERAL GOVERNMENT - STIMULUS (HEERF) - STUDENT	43526	\$0
INDIRECT COST RECOVERED - FEDERAL	43900	\$0
<b>TOTAL FEDERAL SUPPORT</b>		<b>\$1,500,000</b>
<b>GIFTS, PRIVATE GRANTS AND CONTRACTS</b>		
CASH CONTRIBUTIONS	44100	\$0
NON-CASH CONTRIBUTIONS	44200	0
GIFTS, GRANTS AND CONTRACTS - PRIVATE	44400	440,000
INDIRECT COSTS RECOVERED - PRIVATE SOURCES	44900	0
<b>TOTAL GIFTS, PRIVATE GRANTS AND CONTRACTS</b>		<b>\$440,000</b>
<b>SALES AND SERVICES DEPARTMENT</b>		
COMMISSIONS	46200	\$0
USE OF COLLEGE FACILITIES	46400	200,000
OTHER SALES AND SERVICES	46600	40,000
TAXABLE SALES	46700	0
INTERDEPARTMENTAL SALES	46900	45,000
<b>TOTAL SALES AND SVCS. DEPT.</b>		<b>\$285,000</b>
<b>ENDOWMENT INCOME</b>	47100	\$0

**Northwest Florida State College**  
**SCHEDULE OF BUDGETED REVENUES, EXPENDITURES, AND FUND BALANCE**  
**BY GENERAL LEDGER CODE**  
**FOR THE FISCAL YEAR 2022-23**

ACCOUNT TITLE	GENERAL LEDGER CODE	CURRENT FUNDS - UNRESTRICTED LOWER AND UPPER LEVEL
<b>TOTAL ENDOWMENT INCOME</b>		<b>\$0</b>
<b>OTHER REVENUES</b>		
INTEREST AND DIVIDENDS	48100	\$8,000
GAIN OR LOSS ON INVESTMENTS	48200	0
FINES AND PENALTIES	48700	1,000
MISCELLANEOUS REVENUE	48900	75,000
<b>TOTAL OTHER REVENUES</b>		<b>\$84,000</b>
<b>NON-REVENUE RECEIPTS</b>		
MANDATORY TRANSFERS IN, FROM CURRENT FUNDS - UNRESTRICTED	49110	\$574,215
NON-MANDATORY TRANSFERS IN, FROM CURRENT FUNDS - UNRESTRICTED	49210	0
NON-MANDATORY TRANSFERS IN, AUXILIARY FUNDS	49230	0
NON-MANDATORY TRANSFERS IN, LOAN, ENDOWMENT, ANNUITY AND LIFE INCOME FUNDS	49240	0
PROCEEDS FROM SALE OF PROPERTY	49500	20,000
INSURANCE RECOVERY	49520	0
UNINSURED LOSS RECOVERY	49521	0
PRIOR YEAR CORRECTIONS	49600	0
OVER AND SHORT	49900	0
<b>TOTAL NON-REVENUE RECEIPTS</b>		<b>\$594,215</b>
<b>GRAND TOTAL REVENUES</b>		<b>\$36,860,297</b>
<b>PERSONNEL COSTS</b>		
EXECUTIVE MANAGEMENT	51000	\$791,130
INSTRUCTIONAL MANAGEMENT	51100	548,634
INSTITUTIONAL MANAGEMENT	51200	303,363
EXECUTIVE, ADMINISTRATIVE, MANAGERIAL SABBATICAL	51400	0
EXECUTIVE, ADMINISTRATIVE, MANAGERIAL REGULAR PART-TIME	51500	0
INSTRUCTIONAL	52000	5,296,884

**Northwest Florida State College**  
**SCHEDULE OF BUDGETED REVENUES, EXPENDITURES, AND FUND BALANCE**  
**BY GENERAL LEDGER CODE**  
**FOR THE FISCAL YEAR 2022-23**

ACCOUNT TITLE	GENERAL LEDGER CODE	CURRENT FUNDS - UNRESTRICTED LOWER AND UPPER LEVEL
INSTRUCTIONAL - OVERLOAD/SUPPLEMENTAL	52100	704,185
INSTRUCTIONAL - SUBSTITUTION	52200	0
INSTRUCTIONAL - PARA-PROFESSIONAL/ASSOCIATE/ASSISTANT	52300	0
INSTRUCTIONAL - SABBATICAL	52400	0
INSTRUCTIONAL (PHASED RETIREMENT )	52500	0
INSTRUCTIONAL (PHASED RETIREMENT ) - INSTRUCTOR/PROFESSOR	52501	0
INSTRUCTIONAL (PHASED RETIREMENT) - LIBRARIAN	52502	0
INSTRUCTIONAL (PHASED RETIREMENT) - COUNSELOR	52503	0
INSTRUCTIONAL (PHASED RETIREMENT) - REGULAR PART-TIME (FRS PARTICIPANT)	52504	0
OTHER PROFESSIONAL	53000	5,208,919
OTHER PROFESSIONAL - OVERLOAD/SUPPLEMENTAL	53100	0
OTHER PROFESSIONAL - SUBSTITUTION	53200	0
OTHER PROFESSIONAL - PARA-PROFESSIONAL/ASSOCIATE/ASSISTANT	53300	0
OTHER PROFESSIONAL - REGULAR PART-TIME	53500	0
TECHNICAL, CLERICAL, TRADE AND SERVICE	54000	2,199,447
TECHNICAL, CLERICAL, TRADE AND SERVICE - OVERTIME	54100	0
TECHNICAL, CLERICAL, TRADE AND SERVICE - REGULAR (PART-TIME)	54500	0
OPS - OTHER PERSONNEL - EXECUTIVE, ADMINISTRATIVE, MANAGERIAL	55000	0
OPS - INSTRUCTIONAL	56000	0
OPS - INSTRUCTIONAL/ADJUNCT INSTRUCTOR	56001	1,247,975
OPS - LIBRARIAN	56002	0
OPS - COUNSELOR	56003	0
OPS - PARA-PROFESSIONAL	56006	0
OPS - INSTRUCTIONAL SUBSTITUTES	56100	0
OPS - OTHER PROFESSIONAL PART-TIME	56500	93,422
OPS - TECHNICAL, CLERICAL, TRADE AND SERVICE	57000	778,200
STUDENT EMPLOYMENT - INSTITUTIONAL WORK STUDY	58000	0
STUDENT EMPLOYMENT - COLLEGE WORK STUDY PROGRAM	58100	0
STUDENT EMPLOYMENT - COLLEGE WORK EXPERIENCE PROG.	58200	0
STUDENT EMPLOYMENT - STUDENT ASSISTANTS	58300	47,513
STUDENT EMPLOYMENT - OTHER GOVERNMENTAL SOURCES	58400	0
EMPLOYEE AWARDS	58500	0
SOCIAL SECURITY CONTRIBUTIONS	59100	1,098,611
RETIREMENT CONTRIBUTIONS	59200	1,643,941
ACCRUED LEAVE EXPENSE (COMPENSATED ABSENCES)	59300	0
ACCRUED SEVERANCE PAY EXPENSE	59400	0

**Exhibit D**

**Northwest Florida State College**  
**SCHEDULE OF BUDGETED REVENUES, EXPENDITURES, AND FUND BALANCE**  
**BY GENERAL LEDGER CODE**  
**FOR THE FISCAL YEAR 2022-23**

ACCOUNT TITLE	GENERAL LEDGER CODE	CURRENT FUNDS - UNRESTRICTED LOWER AND UPPER LEVEL
OTHER BENEFITS - TAXABLE	59500	0
OTHER BENEFITS	59600	0
INSURANCE BENEFITS	59700	1,897,068
TUITION BENEFITS & REIMBURSEMENT	59800	40,000
PERSONNEL EXPENSE CONTINGENCY (BUDGET ONLY)	59900	676,137
<b>TOTAL PERSONNEL COSTS</b>		<b>\$22,575,429</b>
<b>CURRENT EXPENSES</b>		
TRAVEL	60500	475,707
FREIGHT AND POSTAGE	61000	47,718
TELECOMMUNICATIONS	61500	141,000
PRINTING	62000	164,500
REPAIRS AND MAINTENANCE	62500	1,836,611
RENTALS	63000	129,882
LEASE PAYMENTS (LONG-TERM/ASSET<\$5,000)	63100	0
INSURANCE	63500	1,169,755
UTILITIES (NOT DESIGNATED BELOW)	64000	0
HEATING FUELS	64001	96,700
WATER & SEWER	64002	327,900
ELECTRICITY	64003	1,240,481
GARBAGE COLLECTIONS	64004	66,200
FUEL, VEHICULAR	64005	56,850
HAZARDOUS WASTE REMOVAL	64006	3,750
STORM WATER RUNOFF FEES	64007	0
OTHER SERVICES	64500	4,996,348
WORKFORCE/WAGES/GRANT PARTICIPANT SUPPORT COSTS	64600	0
SERVICE PROVIDER CONTRACTS - WORKFORCE/WAGES	64700	0
PROFESSIONAL FEES	65000	211,585
EDUCATIONAL, OFFICE/DEPARTMENT MATERIALS AND SUPPLIES	65500	557,850
DATA SOFTWARE - NON-CAPITALIZED	65700	47,105
MAINTENANCE AND CONSTRUCTION MATERIALS AND SUPPLIES	66000	182,396
OTHER MATERIALS AND SUPPLIES	66500	289,640
LIBRARY RESOURCES	67000	140,550
PURCHASES FOR RESALE	67500	20,000

**Northwest Florida State College**  
**SCHEDULE OF BUDGETED REVENUES, EXPENDITURES, AND FUND BALANCE**  
**BY GENERAL LEDGER CODE**  
**FOR THE FISCAL YEAR 2022-23**

ACCOUNT TITLE	GENERAL LEDGER CODE	CURRENT FUNDS - UNRESTRICTED LOWER AND UPPER LEVEL
INDIRECT COST EXPENSE	67600	0
ADMINISTRATIVE COST POOL ALLOCATION	67700	0
SCHOLARSHIPS AND WAIVERS	68000	19,000
INTEREST ON DEBT	68500	0
PAYMENT ON DEBT PRINCIPAL	69000	0
MANDATORY TRANSFERS-OUT, CURRENT FUNDS - UNRESTRICTED	69110	0
MANDATORY TRANSFERS-OUT, CURRENT FUNDS - RESTRICTED	69120	0
MANDATORY TRANSFERS-OUT, RETIREMENT OF INDEBTEDNESS FUNDS	69180	1,822,772
NON-MANDATORY TRANSFERS-OUT, CURRENT FUNDS - UNRESTRICTED	69210	0
NON-MANDATORY TRANSFERS OUT, UNEXPENDED PLANT AND RENEWAL/REPLACEMENT FUNDS	69270	0
OTHER EXPENSES	69500	30,550
PRIOR-YEAR CORRECTIONS	69600	0
CURRENT EXPENSE CONTINGENCY (BUDGET ONLY)	69900	0
<b>TOTAL CURRENT EXPENSES</b>		<b>\$14,074,850</b>
<b>CAPITAL OUTLAY</b>		
MINOR EQUIPMENT - NON-CAPITALIZED, NON INVENTORIED	70500	101,050
MINOR EQUIPMENT - NON-CAPITALIZED INVENTORIED	70600	25,168
FURNITURE AND EQUIPMENT	71000	77,500
DATA SOFTWARE	72000	0
OTHER LICENCES	73001	0
DATA LICENSES - PERPETUAL	73002	0
ARTWORK/ARTIFACT	73050	0
LEASE PAYMENTS (LONG-TERM/ASSET=>\$5,000)	73100	6,000
BUILDINGS AND FIXED EQUIPMENT	75000	300
REMODELING AND RENOVATION, NON-CAPITALIZED REPAIRS & MAINTENANCE, AND OTHER STRUCTURES AND IMPROVEMENTS	76000	0
LAND	77000	0
OTHER STRUCTURES, LAND IMPROVEMENTS	79000	0
CAPITAL OUTLAY CONTINGENCY (BUDGET ONLY)	79900	0
<b>TOTAL CAPITAL OUTLAY</b>		<b>\$210,018</b>
<b>GRAND TOTAL EXPENDITURES</b>		<b>\$36,860,297</b>



**Exhibit D**

**Northwest Florida State College  
SCHEDULE OF BUDGETED REVENUES, EXPENDITURES, AND FUND BALANCE  
BY GENERAL LEDGER CODE  
FOR THE FISCAL YEAR 2022-23**

ACCOUNT TITLE	GENERAL LEDGER CODE	CURRENT FUNDS - UNRESTRICTED LOWER AND UPPER LEVEL
RESERVED FOR ENCUMBRANCES	30100	\$0
RESERVED FOR PERFORMANCE BASED INCENTIVE FUNDING (VOCATIONAL)	30200	0
RESERVED FOR ACADEMIC IMPROVEMENT TRUST FUNDS	30300	0
RESERVED FOR OTHER REQUIRED PURPOSES	30400	0
RESERVED FOR STAFF AND PROGRAM DEVELOPMENT	30500	0
RESERVED FOR STUDENT ACTIVITY FUNDS	30600	0
RESERVED FOR MATCHING GRANTS	30700	0
FUND BALANCE - BOARD DESIGNATED	30900	0
FUND BALANCE - COLLEGE - UNALLOCATED	31100	3,558,030
<b>TOTAL ESTIMATED RESERVE AND UNENCUMBERED FUND BALANCE</b>		<b>\$3,558,030</b>
<b>AMOUNT EXPECTED TO BE FINANCED IN FUTURE YEARS - ESTIMATED AS OF JUNE 30, 2023</b>	30800	<b>(\$19,323,110)</b>
<b>TOTAL ESTIMATED FUND BALANCE</b>		<b>(\$15,765,080)</b>

## **Attachment I: Restricted Budgets**

- I – A: Student Activity and Service Fee**
- I – B: Collegiate High School – Current Fund Proposed**
- I – C: Construction/Renovation & Remodeling (Unexpended Plant Fund)**
- I – D: Funds 1, 2, 3 and 7 – Budget Summary**

NORTHWEST FLORIDA STATE COLLEGE  
STUDENT ACTIVITY AND SERVICE FEE  
BUDGET ALLOCATION  
FISCAL YEAR 2022-2023

TOTAL REVENUE	\$75,522
---------------	----------

The Student Activity and Service Fee is to be expended by lawful purposes to benefit the student body in general. FS 1009.23(7) and is assessed on Baccalaureate enrollment.

These funds have been budgeted to support students through the following areas:

➤ Arts Programs	\$ 5,000
➤ CDEC	15,000
➤ Student Organizational Support	55,522

Total Budget	<u>\$75,522</u>
--------------	-----------------

**NORTHWEST FLORIDA STATE COLLEGE  
COLLEGIATE HIGH SCHOOL - CURRENT FUND PROPOSED  
SCHEDULE OF BUDGETED REVENUES, AND EXPENDITURES  
FOR THE FISCAL YEAR 2022-23**

ACCOUNT TITLE	CURRENT FUND- PROPOSED
<b>SUPPORT FROM LOCAL GOVERNMENT</b>	
CONTRACTS FROM COUNTY SCHOOL DISTRICT	
FEFP BASE FUNDING	\$ 1,497,205
Additional WFTE	104,909
ESE Guaranteed Allocation	3,900
Supplemental Academic Instruction	88,183
Class Size Reduction	301,311
Other FEFP (WFTE share)	21,897
Federally Connected Students	28,898
Discretionary Local Effort (WFTE Share)	158,598
Discretionary Tax Compression Allocation	39,535
Discretionary Lottery (WFTE Share)	
Instructional Materials	25,306
Science Laboratory Materials	400
Dual Enrollment Instructional Materials	87,437
Transportation	55,620
Additional Allocation; Funding Compression & Hold Harmless (WFTE Share)	1,966
ESE Apps Instruction Materials Allocation	17
Reading Instruction (WFTE share)	17,118
TSA-Maintenance Allocation	27,051
SUB TOTAL CONTRACT COUNTY SCHOOL DISTRICT	\$ 2,459,351
DISTRICT ADMINISTRATIVE FEE	(36,537)
Subtotal Unrestricted Revenue	\$ 2,422,814
Florida Teachers Lead Program	6,075
CAPITAL IMPROVEMENT ESTIMATE	125,000
<b>TOTAL ESTIMATED LOCAL GOVERNMENT SUPPORT</b>	<b>\$ 2,553,889</b>
<b>GRAND TOTAL REVENUES</b>	<b>\$ 2,553,889</b>

**NORTHWEST FLORIDA STATE COLLEGE  
COLLEGIATE HIGH SCHOOL - CURRENT FUND PROPOSED  
SCHEDULE OF BUDGETED REVENUES, AND EXPENDITURES  
FOR THE FISCAL YEAR 2022-23**

ACCOUNT TITLE	CURRENT FUND- PROPOSED
<b>PERSONNEL COSTS</b>	
CLASSROOM TEACHER	352,651
OTHER PROFESSIONAL	53,350
TECH/CLERICAL/TRADE/SERVICE	11,025
PART-TIME STAFF	121,234
SOCIAL SECURITY CONTRIBUTIONS	33,373
FICA/MEDICARE CONTRIBUTIONS	7,805
RETIREMENT CONTRIBUTIONS	39,217
HEALTH INSURANCE BENEFITS	30,468
LIFE INSURANCE BENEFITS	1,300
<b>TOTAL PERSONNEL COSTS</b>	<b>\$ 650,423</b>

**NORTHWEST FLORIDA STATE COLLEGE  
COLLEGIATE HIGH SCHOOL - CURRENT FUND PROPOSED  
SCHEDULE OF BUDGETED REVENUES, AND EXPENDITURES  
FOR THE FISCAL YEAR 2022-23**

ACCOUNT TITLE	CURRENT FUND- PROPOSED
<b>CURRENT EXPENSE</b>	
TRAVEL	12,075
STUDENT TRANSPORTATION	80,000
FREIGHT AND POSTAGE	5,000
TELECOMMUNICATIONS	75
PRINTING	16,700
STUDENT COMPUTERS	55,000
FUEL, VEHICULAR	70,000
OTHER SERVICES	22,350
INSTITUTIONAL MEMBERSHIPS	2,302
AUDITING FEES	17,000
EDUCATIONAL MATERIALS & SUPPLIES	46,075
TEXTBOOKS	150,000
OFFICE/DEPARTMENT MATERIALS & SUPPLIES	18,800
FOOD AND FOOD PRODUCTS	27,000
DUAL ENROLLMENT TUITION	540,000
INDIRECT COST TO THE COLLEGE	711,689
<b>TOTAL CURRENT EXPENSE</b>	<b>\$ 1,774,066</b>
<b>CAPITAL OUTLAY</b>	
MINOR EQUIPMENT-NON CAPITAL	\$ 4,400
FACILITIES RENTAL	125,000
<b>TOTAL CAPITAL OUTLAY</b>	<b>\$ 129,400</b>
<b>TOTAL ALL EXPENDITURES</b>	<b>\$ 2,553,889</b>
<b>TOTAL NET REVENUES</b>	<b>\$ -</b>

**NORTHWEST FLORIDA STATE COLLEGE  
COLLEGIATE HIGH SCHOOL - RESTRICTED FUND BALANCE  
SCHEDULE OF BUDGETED REVENUES AND EXPENDITURES  
FOR THE FISCAL YEAR 2021-22**

<b>ACCOUNT TITLE</b>	
<b>SUPPORT FROM LOCAL GOVERNMENT</b>	
Fund Balance - Florida Teachers Lead Program	\$ 1,136
Fund Balance - A+ School Recognition Award	49,861
<b>TOTAL LOCAL GOVERNMENT SUPPORT</b>	<b>\$ 50,997</b>
<b>CURRENT EXPENSE</b>	
EDUCATIONAL MATERIALS & SUPPLIES	50,997
<b>TOTAL CURRENT EXPENSE</b>	<b>\$ 50,997</b>
<b>TOTAL ALL EXPENDITURES</b>	<b>\$ 50,997</b>
<b>TOTAL NET REVENUES</b>	<b>-</b>

NORTHWEST FLORIDA STATE COLLEGE  
CONSTRUCTION / RENOVATION & REMODELING (UNEXPENDED PLANT FUND)  
FISCAL YEAR 2022-2023

Summary by Source - Unexpended Plant	Total Funds	PECO Funds	Local Funds	License Tag Fees	Third Party Contributions
Current Year Revenues					
Capital Improvement Fee	\$ 1,640,640		1,640,640		
Other State Funds	\$ 18,785,323	18,597,848		187,475	
Other Local Revenue	\$ 62,500		62,500		
CHS Transfer In	\$ 57,450				57,450
Total Revenue	20,545,913	18,597,848	1,703,140	187,475	57,450
Expenditures					
Personnel	\$ 230,124		\$ 230,124		
Current Expense	\$ 253,058		8,133	187,475	57,450
Capital Expense	\$ 20,062,731	18,597,848	1,464,883		
Total Expenditures	\$ 20,545,913	\$ 18,597,848	\$ 1,703,140	\$ 187,475	\$ 57,450



NORTHWEST FLORIDA STATE COLLEGE  
FUNDS 1, 2, 3, and 7  
BUDGET SUMMARY  
FISCAL YEAR 2022-2023

	FUND 1	FUND 2	FUND 3	FUND 7	TOTAL
<b>REVENUES</b>					
Student Tuition Fees	\$7,752,864				\$7,752,864
Other Student Fees	1,899,818	75,522		1,640,640	3,615,980
Local Government	1,640,000	2,272,940			3,912,940
State Funding	22,904,400	240,206		18,785,323	41,929,929
Federal Grants	1,500,000	3,492,775			4,992,775
Other Revenue	589,000	1,919,430	1,801,853	62,500	4,372,783
Transfers In	574,215			57,450	631,665
<b>TOTAL</b>	<b>\$ 36,860,297</b>	<b>\$ 8,000,873</b>	<b>\$ 1,801,853</b>	<b>\$ 20,545,913</b>	<b>\$ 67,208,936</b>
<b>EXPENDITURES</b>					
Personnel	\$ 22,575,429	\$2,848,633	\$735,502	\$230,124	\$ 26,389,688
Current Expense	12,252,078	2,613,495	730,999	253,058	15,849,630
Capital Expense	210,018	1,939,080	5,000	20,062,731	22,216,829
Transfers to Fund 1		542,215	32,000		574,215
Transfers to Fund 7		57,450			57,450
Transfers to Fund 5			298,352		298,352
Transfers to Fund 8	1,822,772				1,822,772
<b>TOTAL EXPENSE</b>	<b>\$ 36,860,297</b>	<b>\$ 8,000,873</b>	<b>\$ 1,801,853</b>	<b>\$ 20,545,913</b>	<b>\$ 67,208,936</b>

(1) Fund 2 Includes Student Activity Fees, The Collegiate High School, Federal and State Grants with Associated Expenditures

## **Attachment II: Student Fees**

- II – A: Tuition, Financial Aid,  
Student Activities and Services, Technology,  
and Capital Improvement Fees**
- II – B: Lab/Course Special Schedule**
- II – C: Testing Fees**
- II – D: Child Development Education Center Fees**
- II – E: Other Miscellaneous Charges**
- II – F: Proposed Course Fee Changes**

NORTHWEST FLORIDA STATE COLLEGE  
TUITION, FINANCIAL AID, STUDENT ACTIVITIES & SERVICES, TECHNOLOGY, AND  
CAPITAL IMPROVEMENT FEES FISCAL YEAR 2022-2023

It is recommended for Fiscal Year 2022-2023, the Board approve no increase in Baccalaureate, Lower Division Advanced/Professional, Post-Secondary, Vocational, Developmental Education, Career Certification, Continuing Workforce, and Adult Basic Education tuition. Florida Statute Section 1009.23(6) provides that each College Board of trustees having a service area bordering another state may implement a plan for a differential out-of-state fee (border state fee). The following chart shows the proposed tuition (in-state) and tuition (out-of-state) fees beginning with the 2022 fall term registration. This budget for in-state and out-of-state tuition is \$7,752,864

DESCRIPTION	FLORIDA RESIDENT		NON-RESIDENT		BORDER STATE RESIDENT	
	Proposed FY 22/23	Current FY 21/22	Proposed FY 22/23	Current FY 21/22	Proposed FY 22/23	Current FY 21/22
Baccalaureate Programs	91.79	91.79	367.16	367.16	92.79	92.79
Advance & Professional, Postsecondary Vocational, and Developmental Ed.	82.77	82.77	331.08	331.08	83.77	83.77
Career Certificate and Applied Technology Diploma Programs (Credit Hr/Clock Hr., 30 Clock Hrs.= 1 Cr. Hr.)	71.70/ 2.39	71.70/ 2.39	286.80/ 9.56	286.80/ 9.56	72.70/ 2.42	72.70/ 2.42
Continuing Workforce Education	149.74	149.74	149.74	149.74	149.74	149.74
(1) Adult Basic & Secondary and Vocational Preparatory (Per Term)	30.00	30.00	30.00	30.00	30.00	30.00

NORTHWEST FLORIDA STATE COLLEGE  
FINANCIAL AID FEE  
FISCAL YEAR 2022-2023

It is recommended for fiscal year 2022-2023, the Board approve the Financial Aid Fee. The fee rate is unchanged from the previous year. This will generate approximately \$443,153 in fiscal year 2022-2023 for College awarded scholarships. The NWFSC Scholarship Plan is included as Attachment IV of the Budget for Board of Trustees approval

FINANCIAL AID FEE						
DESCRIPTION	FLORIDA RESIDENT		NON-RESIDENT		BORDER STATE RESIDENT	
	Proposed FY 22/23	Current FY 21/22	Proposed FY 22/23	Current FY 21/22	Proposed FY 22/23	Current FY 21/22
Baccalaureate Programs	4.59	4.59	18.36	18.36	4.59	4.59
Advance & Professional, Postsecondary Vocational, and Developmental Ed.	3.86	3.86	15.42	15.42	3.86	3.86
Career Certificate and Applied Technology Diploma Programs (Credit Hr/Clock Hr., 30 Clock Hrs.= 1 Cr. Hr.)	7.20/ 0.24	7.20/ 0.24	28.50/ 0.95	28.50/ 0.95	7.20/ 0.24	7.20/ 0.24

NORTHWEST FLORIDA STATE COLLEGE  
STUDENT ACTIVITIES AND SERVICES FEE  
FISCAL YEAR 2022-2023

It is recommended for Fiscal Year 2022-2023, the Board approve the Student Activities and Services Fee. The fee rate is unchanged from the previous year. The Student Activities and Services Fee will generate approximately \$75,522 to be budgeted for student programs and student services support.

STUDENT ACTIVITIES AND SERVICES FEE

DESCRIPTION	FLORIDA RESIDENT		NON-RESIDENT		BORDER STATE RESIDENT	
	Proposed FY 22/23	Current FY 21/22	Proposed FY 22/23	Current FY 21/22	Proposed FY 22/23	Current FY 21/22
Baccalaureate Programs	6.88	6.88	6.88	6.88	6.88	6.88
Advance & Professional, Postsecondary Vocational, and Developmental Ed.	-		-		-	

NORTHWEST FLORIDA STATE COLLEGE  
CAPITAL IMPROVEMENT FEE  
FISCAL YEAR 2022-2023

It is recommended for Fiscal Year 2022-2023, the Board approve no increase in the Capital Improvement Fee for Baccalaureate, Advanced and Professional, Postsecondary Vocational and Developmental Education. The fee rate is unchanged from the previous year. The Capital Improvement Fee budget is \$1,640.640

CAPITAL IMPROVEMENT FEE

DESCRIPTION	FLORIDA RESIDENT		NON-RESIDENT		BORDER STATE RESIDENT	
	Proposed FY 22/23	Current FY 21/22	Proposed FY 22/23	Current FY 21/22	Proposed FY 22/23	Current FY 21/22
Baccalaureate Programs	14.74	14.74	40.10	40.10	14.74	14.74
Advance & Professional, Postsecondary Vocational, and Developmental Ed.	13.52	13.52	36.10	36.10	13.52	13.52
Career Certificate and Applied Technology Diploma Programs (Credit Hr/Clock Hr., 30 Clock Hrs.= 1 Cr. Hr.)	3.60/ 0.12	3.60/ 0.12	14.40/ 0.48	14.40/ 0.48	3.60/ 0.12	3.60/ 0.12

NORTHWEST FLORIDA STATE COLLEGE  
TECHNOLOGY FEE  
FISCAL YEAR 2022-2023

It is recommended for fiscal year 2022-2023, the Board approve the Technology Fee. The fee rate is unchanged from the previous year. The budgeted Technology Fee is \$372,798 for fiscal year 2022-2023.

TECHNOLOGY FEE

DESCRIPTION	FLORIDA RESIDENT		NON-RESIDENT		BORDER STATE RESIDENT	
	Proposed FY 22/23	Current FY 21/22	Proposed FY 22/23	Current FY 21/22	Proposed FY 22/23	Current FY 21/22
Baccalaureate Programs	4.59	4.59	18.36	18.36	4.59	4.59
Advance & Professional, Postsecondary Vocational, and Developmental Ed.	3.86	3.86	15.42	15.42	3.86	3.86
Career Certificate and Applied Technology Diploma Programs (Credit Hr/Clock Hr., 30 Clock Hrs.= 1 Cr. Hr.)	3.60/ 0.12	3.60/ 0.12	14.40/ 0.48	14.40/ 0.48	3.60/ 0.12	3.60/ 0.12

NORTHWEST FLORIDA STATE COLLEGE  
TOTAL PER CREDIT HOUR STUDENT FEE  
FISCAL YEAR 2022-2023

These actions will continue to leave NWFSC among the most affordable public and private colleges and universities in the State of Florida. The following outlines proposed tuition and standard fees for fiscal year 2022-2023

TOTAL TUITION AND STANDARD FEES

DESCRIPTION	FLORIDA RESIDENT		NON-RESIDENT		BORDER STATE RESIDENT	
	Proposed FY 22/23	Current FY 21/22	Proposed FY 22/23	Current FY 21/22	Proposed FY 22/23	Current FY 21/22
Baccalaureate Programs	122.59	122.59	450.86	450.86	123.59	123.59
Advance & Professional, Postsecondary Vocational, and Developmental Ed.	104.01	104.01	398.02	398.02	105.01	105.01
Career Certificate and Applied Technology Diploma Programs (Credit Hr/Clock Hr., 30 Clock Hrs.= 1 Cr. Hr.)	86.10/ 2.87	86.10/ 2.87	344.10/ 11.47	344.10/ 11.47	87.10/ 2.90	87.10/ 2.90
Continuing Workforce Education	149.74	149.74	149.74	149.74	149.74	149.74
(1) Adult Basic & Secondary and Vocational Preparatory (Per Term)	30.00	30.00	30.00	30.00	30.00	30.00



**NORTHWEST FLORIDA STATE COLLEGE  
LAB/COURSE FEE SCHEDULE  
FISCAL YEAR 2022-2023**

<b>Fee Title</b>	<b>Description</b>	<b>Fee Type</b>	<b>Banner Detail Code</b>
<b>APPLIED MUSIC LESSONS</b>	Individual lessons with special services and support required in the performing arts	Flat Fee (Varies per actual expenses)	2007
<b>CERTIFICATION FEE</b>	Programs with external certification exams	Flat Fee (Varies per actual expenses)	2012
<b>CLASS SUPPLIES FEE</b>	Required miscellaneous consumable supplies, instructional materials, or special services	Flat Fee (Varies per actual expenses)	2009
<b>COMPUTER LAB FEE</b>	Class taught in computer lab with required software and supplies and/or support services	Flat Fee (Varies per actual expenses)	2004
<b>DISTANCE LEARNING FEE</b>	Online distance learning class with software, special services or other specialized delivery costs required	Per Credit Fee (\$15 per credit)	2000
<b>FACILITY USE FEE</b>	Course taught at specialized facilities not supported by State appropriations	Flat Fee (Varies per actual expenses)	2046
<b>FIELD SUPERVISION FEE</b>	Teacher education on-site field supervision	Flat Fee (Varies per actual expenses)	2014
<b>FINE ARTS PRODUCTION FEE</b>	Maintenance of production costumes	Flat Fee (Varies per actual expenses)	2015
<b>FINGERPRINTING FEE</b>	Fingerprinting/FDLE background check	Flat Fee (Varies per actual expenses)	2010
<b>FLIGHT FEE</b>	Third-party flight instruction, airplane rental, and fuel	Flat Fee (Varies per actual expenses)	2047
<b>GROUND SCHOOL FEE</b>	Third-party ground instruction to prepare for flight instruction	Flat Fee (Varies per actual expenses)	2048
<b>HYBRID CLASS FEE</b>	Hybrid delivery and support software, faculty and student support	Per Credit Fee (\$7.50 per credit)	2013

**NORTHWEST FLORIDA STATE COLLEGE  
LAB/COURSE FEE SCHEDULE  
FISCAL YEAR 2022-2023**

<b>Fee Title</b>	<b>Description</b>	<b>Fee Type</b>	<b>Banner Detail Code</b>
<b>PROFESSIONAL LIABILITY INSURANCE FEE</b>	Liability protection for College and students	Flat Fee (Varies per actual expenses)	2042
<b>SCIENCE LAB FEE</b>	Chemicals, organic or other consumable supplies, field trip costs, or support services required	Per Credit Fee (Varies per actual expenses)	2001
<b>SIMULATION LAB FEE</b>	Additional applied activity costs required for safety, licensure, or accreditation	Flat Fee (Varies per actual expenses)	2008
<b>SOFTWARE SUPPORT FEE</b>	Education portfolio, allied health computerized student support package fee, including HESI Exams, ShadowHealth, Ethics Software, etc.	Flat Fee (Varies per actual expenses)	2011
<b>SPECIALIZED COMPUTER LAB FEE</b>	Class taught in computer lab with required specialized software and supplies and/or support services	Per Credit Fee (\$15 per credit)	2005
<b>STUDENT ACCIDENT COVERAGE FEE</b>	Insurance	Flat Fee (Varies per actual expenses)	2032
<b>TECHNICAL LAB FEE</b>	Mechanical/technical applied lab or studio with special tools and supplies	Flat Fee (Varies per actual expenses)	2006
<b>TESTING SOFTWARE FEE</b>	Specially accredited curricula, e.g. Allied Health, FDLE, etc. with special assessment or commercial testing required	Flat Fee (Varies per actual expenses)	2002
<b>WELDING TEST FEE</b>	American Welding Society Industry Certification exam provided through the NWFSC Accredited Test Facility	Flat Fee (Varies per actual expenses)	2044

TEST DESCRIPTION	FEE
<p><b>College Placement Testing</b></p> <p><b>Post-Secondary Readiness Test (PERT)</b> The PERT Exam is an admission exam for post-secondary education that evaluates college readiness for English, reading, and math.</p> <p><b>Accuplacer Advanced Algebra Functions (AAF)</b> Upper-level math placement exam, Advanced Algebra Functions.</p> <p><b>Test of Adult Basic Education (TABE)</b> The TABE tests skills and competencies in areas of reading, mathematics, and language.</p> <p><b>ATI TEAS</b> Nursing entrance exam</p> <p><b>HESI</b> Nursing entrance exam</p>	<p>Initial test free for NWFSC students \$10.00* retest \$15.00* remote testing option <i>Retest and remote test fees apply to NWFSC, dual enrolled, Collegiate, and non-NWFSC students</i> \$20.00* non-NWFSC</p> <p>\$20.00* one attempt only with qualifiers</p> <p>\$30.00* Free to NWFSC students admitted to Career and Technical Education programs that require this exam for completion (Dental, Fire/EMT, and Welding).</p> <p>\$40.00 (ticket) \$20.00 seating fee Non-NWFSC students</p> <p>\$60.00</p>
<p><b>College Level Examination Program (CLEP)</b> Credit by examination program with tests available in various subject areas. CLEP exams test mastery of college-level material.</p> <p>Note: Exams must be purchased in advance through College Board at <a href="https://clep.collegeboard.org/">https://clep.collegeboard.org/</a>.</p>	<p>\$20.00* non-essay \$30.00* essay</p> <p>Military candidates eligible to test at NWFSC's fully funded site, Hurlburt Field, will have administrative fees waived and will be eligible to test free on first attempts.</p>
<p><b>DSST Exams (formerly DANTES)</b> Credit by examination program with tests available in various subject areas. DSST exams provide the opportunity to receive college credit for learning acquired outside the traditional college classroom.</p>	<p>\$20.00*</p> <p>Military candidates eligible to test at NWFSC's fully funded site, Hurlburt Field, will have administrative fees waived and will be eligible to test free on first attempts.</p>

TEST DESCRIPTION	FEE
<b>Non-NWFSC Proctored Exams</b>	\$20.00*
<b>Professional Certifications</b> Various exams offered through Certiport, Pearson VUE, Prometric, and other companies to help advance careers. Exams include (but are not limited to) GED, Florida Department of Education (Teacher Certification), National Registry for EMT, Comp TIA, Cisco Systems, Florida Bureau of Fire Standards & Training, Florida Department of Law Enforcement, Microsoft Office Specialist, Intuit QuickBooks, etc.  Note: Exams may need to be purchased in advance at an additional cost.	Company (such as Pearson VUE, Prometric, PSI, FAA) may collect test fees directly, and fees will vary by exam.  Administrative fees may apply.
<b>MSSC</b> Manufacturing Skills	\$20 seating fee Exam costs vary per certification *Fully funded for military personnel with provided voucher

\*A \$3.50 convenience fee is added for online payments using RegisterBlast at <https://www.nwfsc.edu/testing-center/>.

NORTHWEST FLORIDA STATE COLLEGE  
CHILD DEVELOPMENT EDUCATION CENTER  
FISCAL YEAR 2022-2023

Services	Child Care Fees
Annual Registration Fee	\$155.00 (Waived for NWFSC employees and students)
Monday, Wednesday, Friday	3 Year Olds-\$111/week (\$37/day) VPK-\$93/week (\$31/day)
Tuesday, Thursday	3 Year Olds-\$74/week (\$37/day) VPK-\$62/week (\$31/day)
Monday – Friday	3 Year Olds-\$185/week (\$37/day) VPK-\$155/week (\$31/day)
Monday-Friday Weekly Rate and Daily Rate for Partial Week (VPK is paid by the state of FL for 540 hours/year. Wrap around is care provided after the 540 hours which is offered to parents to pay out of pocket.)	Wrap-Around for 4 year olds-\$185/week (\$37/day)
Security Access Card Replacement	\$40
Late Pick-up Fee (When children are picked up after 5:30 pm)	\$10 for the first five minutes (or fraction thereof) \$10 for each five minutes thereafter.

NORTHWEST FLORIDA STATE COLLEGE  
OTHER MISCELLANEOUS CHARGES  
FISCAL YEAR 2021-2022

DESCRIPTION	FEE
Flight fee - Additional Dual Instruction Flight (per hour)	\$ 244.00
Flight fee - Additional Solo Flight (per hour)	\$ 199.00
Library - Lost Book Replacement Fee (actual cost of replacement) If book is replaceable, then actual cost; otherwise the cost of a reasonable substitution.	\$ 30.00
Parking Fines per Violation	\$ 25.00
Returned Check Fee	\$ 25.00
Student Access/ID Card Fee, per term	\$ 15.00
Student Access Card Replacement Fee	\$ 15.00
Transcript Fee - electronic (per transcript)	\$ 10.00
Transcript Fee - paper (per transcript)	\$ 15.00
Transcript Fee - Domestic Federal Express to main 48 states	\$ 30.00

**Northwest Florida State College**  
**2022-2023 Proposed Course Fee Changes**

ATTACHMENT II - F

Course	Title	Fee Code	Fee Description	Fee Type	Current Fee	Proposed Fee	Explanation	Variance
PHT1200L	Basic Patient Care Lab	2009	Class Supplies Fee	Flat	\$ 22.00	\$ 20.00	Able to reduce the price now that the course has run for the first time and we have a more accurate count on amount of items used in this lab	\$ (2.00)
RTE 1111	Intro Rad Patient Care	2009	Class Supplies Fee	Flat	\$ -	\$ 70.00	Aligning with correct course	\$ 70.00
RTE 2854L	Clinic V	2009	Class Supplies Fee	Flat	\$ 100.00	\$ 90.00	Aligning with other courses for dosimeter	\$ (10.00)
RTE 1824L	Clinic III	2009	Class Supplies Fee	Flat	\$ 100.00	\$ 90.00	Aligning with other courses for dosimeter	\$ (10.00)
AMT 0821C	AMT Powerplant I	2046	Facility Use Fee	Flat	\$ -	\$ 130.50	New course, new program; utilities, equipment maintenance, facility upkeep	N/A
AMT 0821C	AMT Powerplant I	2032	Student Accident Coverage	Flat	\$ -	\$ 6.00	New course, new program; accident insurance	N/A
RTE 2844L	Clinic IV	2009	Class Supplies Fee	Flat	\$ 100.00	\$ 90.00	Aligning with other courses for dosimeter	\$ (10.00)
AMT 0822C	AMT Powerplant II	2046	Facility Use Fee	Flat	\$ -	\$ 130.50	New course, new program; utilities, equipment maintenance, facility upkeep	N/A
ART 2602C	Digital Imaging I	2009	Class Supplies Fee	Flat	\$ 25.00	\$ -	Changes made in the overall curriculum of course	\$ (25.00)
AMT 0823C	AMT Powerplant III	2046	Facility Use Fee	Flat	\$ -	\$ 130.50	New course, new program; utilities, equipment maintenance, facility upkeep	N/A
ASC 2561C	UAS Operations	2009	Class Supplies Fee	Flat	\$ 65.00	\$ -	Corrected designation	\$ (65.00)
AMT 0824C	AMT Powerplant IV	2046	Facility Use Fee	Flat	\$ -	\$ 130.50	New course, new program; utilities, equipment maintenance, facility upkeep	N/A
AMT 0713	AMT Airframe II	2009	Class Supplies Fee	Flat	\$ 300.00	\$ 150.00	Fees for composite supplies moved to the correct course (AMT 0712); adjustment for amount of supplies actually used during first run of course	\$ (150.00)
AMT 0712	AMT Airframe I	2009	Class Supplies Fee	Flat	\$ 50.00	\$ 100.00	Fees for composite supplies were previously added to AMT 0713; the change reflects the cost of these fees in the correct course	\$ 50.00
ASC 2561C	UAS Operations	2011	Software Support Fee	Flat	\$ -	\$ 100.00	New Software for Arial Mapping	\$ 100.00
ATF 1100L	Private Pilot Flight	2047	Flight Fees	Flat	\$ -	\$ 9,535.00	New course-Aircraft / fuel / instructor fees	N/A
ATF 2201L	Commercial Flight I	2047	Flight Fees	Flat	\$ 7,500.00	\$ 6,139.00	Aircraft / fuel / instructor fees	\$ (1,361.00)
ATF 2202L	Commercial Flight II	2047	Flight Fees	Flat	\$ 7,800.00	\$ 12,220.00	Aircraft / fuel / instructor fees	\$ 4,420.00
ATF 2203L	Commercial Flight III	2047	Flight Fees	Flat	\$ 5,100.00	\$ 9,529.00	Aircraft / fuel / instructor fees	\$ 4,429.00
ATF 2305L	Instrument Pilot Flight I	2047	Flight Fees	Flat	\$ 10,750.00	\$ 7,080.00	Aircraft / fuel / instructor fees	\$ (3,670.00)
ATF 2400L	Multi-Engine Flight	2047	Flight Fees	Flat	\$ 5,000.00	\$ 9,000.00	Aircraft / fuel / instructor fees	\$ 4,000.00
ATF 2500L	Certified Flight Instructor	2047	Flight Fees	Flat	\$ 7,300.00	\$ 6,250.00	Aircraft / fuel / instructor fees	\$ (1,050.00)
ATT 1120	Instrument Rating Ground School	2048	Ground School Fee	Flat	\$ 1,650.00	\$ -	Cost of ground school rolled into flight course of the same name	\$ (1,650.00)
ATT 2110	Commercial Pilot Ground School	TBD	Ground School Fee	Flat	\$ 1,925.00	\$ -	Cost of ground school rolled into flight course of the same name	\$ (1,925.00)
ATT 2131	CFI Ground School	TBD	Ground School Fee	Flat	\$ 2,750.00	\$ -	Cost of ground school rolled into flight course of the same name	\$ (2,750.00)
BOT1010C	Botany	2001	Science Lab Fee	Credit	\$ 7.00	\$ 3.00	Lab supplies; equipment cleaning, repair & replacement - adjusted for actual use	\$ (4.00)

**Northwest Florida State College**  
**2022-2023 Proposed Course Fee Changes**

ATTACHMENT II - F

Course	Title	Fee Code	Fee Description	Fee Type	Current Fee	Proposed Fee	Explanation	Variance
BSC 1005L	Biology Lab	2001	Science Lab Fee	Credit	\$ 7.00	\$ 3.00	Lab supplies; equipment cleaning, repair & replacement - adjusted for actual use	\$ (4.00)
BSC 1010C	Principles of Bio I	2001	Science Lab Fee	Credit	\$ 7.00	\$ 3.00	Lab supplies; equipment cleaning, repair & replacement - adjusted for actual use	\$ (4.00)
BSC 1011C	Principles of Bio II	2001	Science Lab Fee	Credit	\$ 7.00	\$ 5.00	Lab supplies; equipment cleaning, repair & replacement - adjusted for actual use	\$ (2.00)
BSC 1085C	Anatomy & Physio I	2001	Science Lab Fee	Credit	\$ 7.00	\$ 3.00	Lab supplies; equipment cleaning, repair & replacement - adjusted for actual use	\$ (4.00)
BSC1086C	Anatomy & Physio II	2001	Science Lab Fee	Credit	\$ 7.00	\$ 3.00	Lab supplies; equipment cleaning, repair & replacement - adjusted for actual use	\$ (4.00)
BSC2020C	Human Structure & Func	2001	Science Lab Fee	Credit	\$ 7.00	\$ 3.00	Lab supplies; equipment cleaning, repair & replacement - adjusted for actual use	\$ (4.00)
CET 1600C	Network Fundamentals	2005	Specialized Computer Lab Fee	Credit	\$ 15.00	\$ -	Inactivated course	N/A
CET 1610C	Routing Protocols and Concepts	2005	Specialized Computer Lab Fee	Credit	\$ 15.00	\$ -	Inactivated course	N/A
CET 1854	Intro to Wireless Technology	2005	Specialized Computer Lab Fee	Credit	\$ 15.00	\$ -	Inactivated course	N/A
CET 2179	PC Operating System A+	2012	Certification Fee	Flat	\$ 106.00	\$ 109.00	Price increase - students must pass both OS and Hardware test to become A+ certified	\$ 3.00
CET 2182	PC Hardware A+	2006	Technical Lab Fee	Credit	\$ -	\$ 15.00	Upkeep of technical lab equipment	\$ 15.00
CET 2182	PC Hardware A+	2012	Certification Fee	Flat	\$ 106.00	\$ 109.00	Price increase - students must pass both OS and Hardware test to become A+ certified	\$ 3.00
CET 2660	Network Security	2012	Certification Fee	Flat	\$ 240.00	\$ 247.00	Price increase - certification exam cost	\$ 7.00
CHM1045C	College Chemistry I	2001	Science Lab Fee	Credit	\$ 7.00	\$ 3.00	Lab supplies; equipment cleaning, repair & replacement - adjusted for actual use	\$ (4.00)
CHM2210C	Organic Chem I	2001	Science Lab Fee	Credit	\$ 7.00	\$ 11.00	Lab supplies; equipment cleaning, repair & replacement - adjusted for actual use	\$ 4.00
CHM2211C	Organic Chem II	2001	Science Lab Fee	Credit	\$ 7.00	\$ 3.00	Lab supplies; equipment cleaning, repair & replacement - adjusted for actual use	\$ (4.00)
CNT 1000	Introduction to Networks	2005	Specialized Computer Lab Fee	Credit	\$ -	\$ 15.00	New course - replaces CET 1600C	\$ 15.00
CNT 1700C	Routing Switching Wireless Ess	2005	Specialized Computer Lab Fee	Credit	\$ -	\$ 15.00	New course - replaces CET 1610C	\$ 15.00
CNT 2211C	Entrprse Netwrk Secrty Automat	2012	Certification Fee	Flat	\$ -	\$ 126.00	New course - Cisco Certified Network Associate	\$ 126.00
CNT 2211C	Entrprse Netwrk Secrty Automat	2005	Specialized Computer Lab Fee	Credit	\$ -	\$ 15.00	New course - replaces CET 2615C and CET 2620C	\$ 15.00
COP 2222	Advanced Programming in C	2005	Specialized Computer Lab Fee	Credit	\$ 15.00	\$ -	Inactivated course	N/A
COP2658	Advanced Programming for Mobile Devices: iOS	2005	Specialized Computer Lab Fee	Credit	\$ 15.00	\$ -	Inactivated course	N/A
COP2660	Programming for Mobile Devices: Android	2005	Specialized Computer Lab Fee	Credit	\$ 15.00	\$ -	Inactivated course	N/A
COP2662	Advanced Programming for Mobile Devices: Android	2005	Specialized Computer Lab Fee	Credit	\$ 15.00	\$ -	Inactivated course	N/A
COP2702	Introduction to PL-SQL	2005	Specialized Computer Lab Fee	Credit	\$ 15.00	\$ -	Inactivated course	N/A
COP2805	Advanced Java Programming	2005	Specialized Computer Lab Fee	Credit	\$ 15.00	\$ -	Inactivated course	N/A
CTS 1134	Network Foundations	2012	Certification Fee	Flat	\$ 240.00	\$ 168.00	Institutional status change as a CompTIA Academy (better price on exam)	\$ (72.00)
CTS2163C	Windows Client Operating System	2005	Specialized Computer Lab Fee	Credit	\$ 15.00	\$ -	Inactivated course	N/A



**Northwest Florida State College**  
**2022-2023 Proposed Course Fee Changes**

ATTACHMENT II - F

Course	Title	Fee Code	Fee Description	Fee Type	Current Fee	Proposed Fee	Explanation	Variance
CTS2321	Linux Administration	2005	Specialized Computer Lab Fee	Credit	\$ 15.00	\$ -	Inactivated course	N/A
CTS2346C	Windows Server Administrator	2005	Specialized Computer Lab Fee	Credit	\$ 15.00	\$ -	Inactivated course	N/A
CTS2347C	Windows Network Infrastructure	2005	Specialized Computer Lab Fee	Credit	\$ 15.00	\$ -	Inactivated course	N/A
CTS2391C	Administering Windows Server	2005	Specialized Computer Lab Fee	Credit	\$ 15.00	\$ -	Inactivated course	N/A
CTS2392C	Configuring Advanced Windows Server	2005	Specialized Computer Lab Fee	Credit	\$ 15.00	\$ -	Inactivated course	N/A
CTS2437	Administering SQL Server Database	2005	Specialized Computer Lab Fee	Credit	\$ 15.00	\$ -	Inactivated course	N/A
CTS2438	Advanced SQL Server Database	2005	Specialized Computer Lab Fee	Credit	\$ 15.00	\$ -	Inactivated course	N/A
AMT 0717	AMT Airframe IV	2009	Class Supplies Fee	Flat	\$ 105.00	\$ 50.00	HazMat, cleaning supplies, various hardware, consumables	\$ (55.00)
DEA 0020L	PreClinical Practice Lab	2032	Student Accident Coverage	Flat	\$ 6.00	\$ -	Inactivated course	N/A
DEA 0020L	PreClinical Practice Lab	2042	Professional Liability Ins	Flat	\$ 8.25	\$ -	Inactivated course	N/A
DEA 0020L	PreClinical Practice Lab	2009	Class Supplies Fee	Flat	\$ 230.00	\$ -	Inactivated course	N/A
DEA 0803L	Clinical Practice I	2009	Class Supplies Fee	Flat	\$ 5.00	\$ -	Inactivated course	N/A
DEA 0852L	Clinical Practice II	2009	Class Supplies Fee	Flat	\$ 5.00	\$ -	Inactivated course	N/A
DEA 0936	Dental Assisting Seminar	2012	Certification Fee	Flat	\$ 450.00	\$ -	Inactivated course	N/A
DEA 0936	Dental Assisting Seminar	2009	Class Supplies Fee	Flat	\$ 5.00	\$ -	Inactivated course	N/A
DES 0103L	Dental Materials Lab	2009	Class Supplies Fee	Flat	\$ 350.00	\$ -	Inactivated course	N/A
DES 0205L	Dental Radiology Lab I	2009	Class Supplies Fee	Flat	\$ 300.00	\$ -	Inactivated course	N/A
DES 0206L	Dental Radiology Lab II	2009	Class Supplies Fee	Flat	\$ 250.00	\$ -	Inactivated course	N/A
DES 0501	Dental Practice Management	2011	Software Support Fee	Flat	\$ 100.00	\$ -	Inactivated course	N/A
DES 0400	Dental Anatomy	2009	Class Supplies Fee	Flat	\$ 5.00	\$ -	Inactivated course	N/A
DES 0602	Pharmacology & Dental Office Emergencies	2009	Class Supplies Fee	Flat	\$ 5.00	\$ -	Inactivated course	N/A
DES 0830	Expanded Functions Theory	2009	Class Supplies Fee	Flat	\$ 5.00	\$ -	Inactivated course	N/A
DES 0830L	Expanded Functions Lab	2009	Class Supplies Fee	Flat	\$ 200.00	\$ -	Inactivated course	N/A
DIM 0810	Transit Equipment Preventive Maintenance Technician	2032	Student Accident Coverage	Flat	\$ -	\$ 6.00	New course, new program; accident insurance	N/A
DES 0844	Infection Control	2009	Class Supplies Fee	Flat	\$ 5.00	\$ -	Inactivated course	N/A
PHT1211L	PT Principl and Procedures Lab	2009	Class Supplies Fee	Flat	\$ 16.00	\$ 25.00	Lab ran for the first time and realized there were more items needed for student use. Also increased cost of supplies.	\$ 9.00
PHT2162L	Neurolo Disabil Treatmt Lab	2009	Class Supplies Fee	Flat	\$ 8.00	\$ 9.00	Lab ran for the first time and realized there were more items needed for student use. Also increased cost of supplies.	\$ 1.00
PHT2252L	Orthopedic Disabil Treatmt Lab	2009	Class Supplies Fee	Flat	\$ 8.00	\$ 9.00	Lab ran for the first time and realized there were more items needed for student use Also increased price for gloves and cleaning wipes	\$ 1.00
PHT1224L	Therapeutic Tech Disabil Lab	2009	Class Supplies Fee	Flat	\$ 18.00	\$ 25.00	Lab ran for the first time and realized there were more items needed for student use Also increased price for gloves and cleaning wipes	\$ 7.00
DIM 0820	Transit Hydraulics Technician	2032	Student Accident Coverage	Flat	\$ -	\$ 6.00	New course, new program; accident insurance	N/A

**Northwest Florida State College**  
**2022-2023 Proposed Course Fee Changes**

ATTACHMENT II - F

Course	Title	Fee Code	Fee Description	Fee Type	Current Fee	Proposed Fee	Explanation	Variance
RTE 1000	Intro Radiography	2009	Class Supplies Fee	Flat	\$ 70.00	\$ -	Moving fee to RTE 1111	\$ (70.00)
MEA 1040C	Phlebotomy	2009	Class Supplies Fee	Flat	\$ -	\$ 144.00	New Course - fee covers consumable supplies (vacutainer blood draw systems, blood tubes, etc)	\$ 144.00
DIM 0810	Transit Equipment Preventive Maintenance Technician	2009	Class Supplies Fee	Flat	\$ -	\$ 15.00	New course, new program	N/A
DIM 0811	Transit Basic Electrical Systems Technician	2009	Class Supplies Fee	Flat	\$ -	\$ 10.00	New course, new program	N/A
DIM 0830	Transit Alternative Fuels System Technician	2032	Student Accident Coverage	Flat	\$ -	\$ 6.00	New course, new program; accident insurance	N/A
DIM 0812	Transit Wheelchair Lift/Ramp Technician	2009	Class Supplies Fee	Flat	\$ -	\$ -	New course, new program	N/A
DIM 0813	Transit Diesel Engine Preventive Maintenance Technician	2009	Class Supplies Fee	Flat	\$ -	\$ 100.00	New course, new program	N/A
DIM 0814	Transit Steering and Suspension Technician	2009	Class Supplies Fee	Flat	\$ -	\$ 10.00	New course, new program	N/A
DIM 0821	Transit Diesel Electrical and Diesel Engine Electronics Technician	2009	Class Supplies Fee	Flat	\$ -	\$ 10.00	New course, new program	N/A
EDG 3410	Clstrm Mgmt, Sch Safe, Law & Ethics	2032	Student Accident Coverage	Flat	\$ 5.00	\$ 6.00	Accident insurance (amount corrected)	\$ 1.00
EDG3410C	Clstrm Mgmt, Sch Safe, Law & Ethics	2032	Student Accident Coverage	Flat	\$ 5.00	\$ 6.00	Accident insurance (amount corrected)	\$ 1.00
EDG3410C	Clstrm Mgmt, Sch Safe, Law & Ethics	2011	Software Support Fee	Flat	\$ 80.00	\$ 50.00	Price reduced due to applications used	\$ (30.00)
EEC1949	Internship, Early Child Educ	2011	Software Support Fee	Flat	\$ 30.00	\$ -	Canvas will be used	\$ (30.00)
EEC1949	Internship, Early Child Educ	2014	Field Supervision Fee	Flat	\$ 48.00	\$ -	Course now online; instructors evaluate electronically	\$ (48.00)
EEC4940	Internship	2011	Software Support Fee	Flat	\$ 30.00	\$ -	Canvas will be used	\$ (30.00)
EET 1015C	Electricity I/DC Circuits	2002	Testing Software Fee	Flat	\$ 100.00	\$ -	Test removed	\$ (100.00)
EET 1025C	Electricity II - AC Circuits	2012	Certification Fee	Flat	\$ 45.00	\$ -	No certification offered in this course	\$ (45.00)
EMS2526	12-Lead EKG Interpretation	2008	Simulation Lab fee	Flat	\$ 25.00	\$ -	Inactivated course	N/A
EVR1001C	Environmental	2001	Science Lab Fee	Credit	\$ 7.00	\$ 4.00	Lab supplies; equipment cleaning, repair & replacement - adjusted for actual use	\$ (3.00)
DIM 0822	Transit Drivetrain Technician	2009	Class Supplies Fee	Flat	\$ -	\$ 25.00	New course, new program	N/A
DIM 0823	Transit Intermediate Electrical Systems Technician	2009	Class Supplies Fee	Flat	\$ -	\$ 10.00	New course, new program	N/A
DIM 0824	Transit Brakes/Air System Technician	2009	Class Supplies Fee	Flat	\$ -	\$ 100.00	New course, new program	N/A
DIM 0831	Transit Advanced Electrical Systems Technician	2009	Class Supplies Fee	Flat	\$ -	\$ 10.00	New course, new program	N/A
GLY2010C	Principles of Geology I	2001	Science Lab Fee	Credit	\$ 7.00	\$ 3.00	Lab supplies; equipment cleaning, repair & replacement - adjusted for actual use	\$ (4.00)
MAE3350C	Prin Mthds Teaching Math K-6	2002	Testing Software Fee	Flat	\$ 200.00	\$ 150.00	Current cost of exam for this mandated state testing	\$ (50.00)
MAE4940C	Teaching Methods in Middle Grades Math Field Experience	2002	Testing Software Fee	Flat	\$ 150.00	\$ -	Inactivated course	N/A
MAE4940C	Teaching Methods in Middle Grades Math Field Experience	2014	Field Supervision Fee	Flat	\$ 48.00	\$ -	Inactivated course	N/A
MAE4945	Internship - Middle Grades Math	2042	Professional Liability Ins	Flat	\$ 8.25	\$ -	Inactivated course	N/A

**Northwest Florida State College**  
**2022-2023 Proposed Course Fee Changes**

ATTACHMENT II - F

Course	Title	Fee Code	Fee Description	Fee Type	Current Fee	Proposed Fee	Explanation	Variance
MCB2010C	Microbiology	2001	Science Lab Fee	Credit	\$ 7.00	\$ 20.00	Lab supplies; equipment cleaning, repair & replacement - adjusted for actual use	\$ 13.00
DIM 0832	Transit Heating and Air-Conditioning Technician	2009	Class Supplies Fee	Flat	\$ -	\$ 50.00	New course, new program	N/A
MEA 1040C	Phlebotomy	2008	Simulation Lab fee	Flat	\$ -	\$ 16.00	New Course - phlebotomy arms	\$ 16.00
DIM 0833	Transmission Diagnosis, Rebuild and Repair Technician	2009	Class Supplies Fee	Flat	\$ -	\$ 25.00	New course, new program	N/A
DIM 0834	Diesel Engine Diagnosis, Rebuild and Repair Technician	2009	Class Supplies Fee	Flat	\$ -	\$ 100.00	New course, new program	N/A
AMT 0822C	AMT Powerplant II	2009	Class Supplies Fee	Flat	\$ -	\$ 100.00	New course, new program; HazMat, cleaning supplies, PPE, parts, washer fluid, fuel, oil, overhaul kit for engine	N/A
AMT 0824C	AMT Powerplant IV	2009	Class Supplies Fee	Flat	\$ -	\$ 100.00	New course, new program; HazMat, cleaning supplies, PPE, parts, washer fluid, jet fuel	N/A
AMT 0823C	AMT Powerplant III	2009	Class Supplies Fee	Flat	\$ -	\$ 25.00	New course, new program; HazMat, cleaning supplies, various hardware, consumables	N/A
AMT 0821C	AMT Powerplant I	2009	Class Supplies Fee	Flat	\$ -	\$ 75.00	New course, new program; HazMat, PPE, overhaul kits for Magnetos, overhaul kit for carbuator	N/A
TRA 0080	Tractor Trailer Truck Driver	2009	Class Supplies Fee	Flat	\$ -	\$ 1,491.20	Fuel, DEF fluid, grease, maintenance and wear items including brakes, tires, and lighting	\$ 1,491.20
MLT 1022C	Intro to Medical Laboratory Technology	2009	Class Supplies Fee	Flat	\$ 100.00	\$ 75.00	Phlebotomy supplies being charged to new phlebotomy course	\$ (25.00)
NUR1021C	Nursing Process I	2002	Testing Software Fee	Flat	\$ 196.00	\$ 357.00	Changing to ATI (eliminated textbooks); testing software	\$ 161.00
NUR1021L	Nursing Process I Clin Exp	2011	Software Support Fee	Flat	\$ 50.00	\$ 60.00	Nursing Central Cost increase	\$ 10.00
NUR1231C	Nursing Process II	2002	Testing Software Fee	Flat	\$ 196.00	\$ 357.00	Changing to ATI (eliminated textbooks); testing software	\$ 161.00
NUR1750L	Nursing Process II Clin Exp	2011	Software Support Fee	Flat	\$ 50.00	\$ 60.00	Nursing Central Cost increase	\$ 10.00
NUR2233C	Nursing Process III	2002	Testing Software Fee	Flat	\$ 196.00	\$ 357.00	Changing to ATI (eliminated textbooks); testing software	\$ 161.00
NUR2233L	Nursing Process III Clin Exp	2011	Software Support Fee	Flat	\$ 50.00	\$ 60.00	Nursing Central Cost increase	\$ 10.00
NUR2241C	Nursing Process IV	2002	Testing Software Fee	Flat	\$ 196.00	\$ 357.00	Changing to ATI (eliminated textbooks); testing software	\$ 161.00
NUR2241L	Nursing Process IV Clin Exp	2011	Software Support Fee	Flat	\$ 50.00	\$ 60.00	Nursing Central Cost increase	\$ 10.00
NUR3067C	Health Assessment	2011	Software Support Fee	Flat	\$ 115.00	\$ 104.00	Decrease in number of modules used	\$ (11.00)
NUR3080	Dimens of Bacc Nurs Practice	2011	Software Support Fee	Flat	\$ 35.00	\$ 30.00	Decrease in number of modules used	\$ (5.00)
OCE1001C	Oceanography	2001	Science Lab Fee	Credit	\$ 7.00	\$ 4.00	Lab supplies; equipment cleaning, repair & replacement - adjusted for actual use	\$ (3.00)

**Northwest Florida State College**  
**2022-2023 Proposed Course Fee Changes**

ATTACHMENT II - F

Course	Title	Fee Code	Fee Description	Fee Type	Current Fee	Proposed Fee	Explanation	Variance
PHT1007	Topics in Physical Therapy	2011	Software Support Fee	Flat	\$ 235.00	\$ 92.00	Dropping Exxat Clinical Management software which the previous fee covered use of for 2 years This fee covers student membership in the APTA for 1 year	\$ (143.00)
PHT1128L	Functional Anat Kinesiology Lab	2011	Software Support Fee	Flat	\$ -	\$ 169.00	Integrating PhysioU (educational software) into curriculum This fee covers the student for 2 years Will replace a textbook	\$ 169.00
PHT 1200	Basic Patient Care	2011	Software Support Fee	Flat	\$ 36.95	\$ 136.00	1 year PhysioU subscription for Spring 2022 cohort - will remove next year since 2023 cohort has 2 year subscription	\$ 99.05
MLT1300C	Hematology I	2009	Class Supplies Fee	Flat	\$ 115.00	\$ 215.00	Reagents for new equipment	\$ 100.00
MLT1302C	Hematology II	2009	Class Supplies Fee	Flat	\$ 100.00	\$ 178.00	Reagents for new equipment	\$ 78.00
MLT1525C	Immunohematology	2009	Class Supplies Fee	Flat	\$ 150.00	\$ 318.00	Reagents for new equipment	\$ 168.00
PHT1931	PTA Seminar	2011	Software Support Fee	Flat	\$ 45.00	\$ 53.00	Annual fee that covers students for all clinicals Amount increased since there are less students than initially predicted	\$ 8.00
FSS1221L	Food Production II	2009	Class Supplies Fee	Flat	\$ 255.00	\$ 300.90	Rise in Food Costs	\$ 45.90
FSS1246L	Baking and Pastries I	2009	Class Supplies Fee	Flat	\$ 155.00	\$ 186.00	Rise in Food Costs	\$ 31.00
PHY1053C	Gen. Physics w/o Calculus I	2001	Science Lab Fee	Credit	\$ 7.00	\$ 3.00	Review of course expenses indicate lower fee would cover anticipated expenses for next fiscal year	\$ (4.00)
PHY1054C	Gen. Physics w/o Calculus II	2001	Science Lab Fee	Credit	\$ 7.00	\$ 3.00	Review of course expenses indicate lower fee would cover anticipated expenses for next fiscal year	\$ (4.00)
PHY2048C	Coll Physics I	2001	Science Lab Fee	Credit	\$ 7.00	\$ 3.00	Review of course expenses indicate lower fee would cover anticipated expenses for next fiscal year	\$ (4.00)
PHY2049C	Coll Physics II	2001	Science Lab Fee	Credit	\$ 7.00	\$ 3.00	Review of course expenses indicate lower fee would cover anticipated expenses for next fiscal year	\$ (4.00)
FSS2030C	Contemporary Cuisine	2009	Class Supplies Fee	Flat	\$ 190.00	\$ 228.00	Rise in Food Costs	\$ 38.00
FSS2241L	International Regional Cuisine	2009	Class Supplies Fee	Flat	\$ 245.00	\$ 294.00	Rise in Food Costs	\$ 49.00
MLT1221C	Urinalysis and Body Fluids	2009	Class Supplies Fee	Flat	\$ 62.00	\$ 101.00	Student use was higher than expected during first run of course	\$ 39.00
MLT1401C	Medical Microbiology	2009	Class Supplies Fee	Flat	\$ 138.00	\$ 155.00	Student use was higher than expected during first run of course	\$ 17.00
MLT1610C	Clinical Chemistry	2009	Class Supplies Fee	Flat	\$ 100.00	\$ 146.00	Student use was higher than expected during first run of course	\$ 46.00
SCE3350C	Prin/Meth Science K-6	2002	Testing Software Fee	Flat	\$ 200.00	\$ 150.00	Mandated state testing - cost of exams	\$ (50.00)
MLT1500C	Immunology Serology	2009	Class Supplies Fee	Flat	\$ 120.00	\$ 94.00	Student use was lower than expected during first run of course	\$ (26.00)

**Northwest Florida State College**  
**2022-2023 Proposed Course Fee Changes**

ATTACHMENT II - F

Course	Title	Fee Code	Fee Description	Fee Type	Current Fee	Proposed Fee	Explanation	Variance
TRA 0080	Tractor Trailer Truck Driver	2012	Certification Fee	Flat	\$ -	\$ 450.00	Certification exam cost added	\$ 450.00
TRA 0080	Tractor Trailer Truck Driver	2032	Student Accident Coverage	Flat	\$ -	\$ 6.00	New Program; accident insurance	\$ 6.00
ZOO1010C	Zoology	2001	Science Lab Fee	Credit	\$ 7.00	\$ 3.00	Lab supplies; equipment cleaning, repair & replacement - adjusted for actual use	\$ (4.00)

## **Attachment III: Salary Schedule**

**III – Salary Schedule**

**III – Payroll Calendars**





NORTHWEST FLORIDA  
STATE COLLEGE

# Salary Schedule

## 2022 - 2023

## Contents

INTRODUCTION .....	3
Objectives .....	3
Notice of Equal Access/Equal Opportunity and Nondiscrimination .....	3
Diversity and Inclusion Statement .....	4
EMPLOYEE CLASSIFICATIONS .....	5
SALARY SCHEDULES .....	7
Non-Instructional Personnel Salary Schedules .....	7
Career Service– Non-Exempt .....	8
Career Service Continued – Non-Exempt: Campus Safety and Security.....	9
Professional – Non-Exempt.....	9
Professional, Administrative, and Executive – Exempt.....	10
Part-Time Pay Rates – Special Assignment As-Needed .....	12
Part-Time Pay Rates– Hourly Personnel .....	13
Instructional Personnel – Exempt.....	15
Full-Time Instructional Personnel (9-month or 12-month) and Department Chairs.....	15
Adjunct and Supplemental Teaching Assignment Pay Rates.....	18
Pay Rates for Public Service/Safety Adjunct Instructors.....	18
Pay Rates for Nursing Adjunct Instructors.....	19
ADDITIONAL PROVISIONS REGARDING PERSONNEL COMPENSATION .....	20



## INTRODUCTION

The Northwest Florida State College Salary Schedule is established under Florida Statutes § 1001.64(18), as amended, and approved by The District Board of Trustees of Northwest Florida State College (“Board” or “Board of Trustees”). The President recommends the Salary Schedule to the Board of Trustees before the beginning of each new fiscal year with the annual budget proposal. Once approved, the Salary Schedule becomes the approved instrument to determine employee compensation.

### Objectives

The Salary Schedule is designed to ensure that the College complies with state and federal compensation regulations, ensures fair treatment of employees, enhances its ability to attract and retain quality faculty and staff, and has a reference for compensation decisions.

### Notice of Equal Access/Equal Opportunity and Nondiscrimination

Northwest Florida State College is dedicated to the concepts of equity and equal opportunity. It is the specific intention of the College not to discriminate on the basis of race, color, ethnicity, genetic information, national origin, religion, sex, gender, gender identity, sexual orientation, marital status, disability, or age in programs or activities, in its employment practices or in the admission and treatment of students in its programs or activities.

If you have questions regarding compliance with the College’s nondiscrimination policy or a complaint regarding harassment or discrimination, please contact the College’s Equity Coordinator:

Roberta Mackey  
Executive Director of Human Resources, Equity Coordinator  
100 College Blvd. East, Niceville, FL 32578  
Building 310  
Phone: (850) 729-5337  
Email: [mackeyr@nwfsc.edu](mailto:mackeyr@nwfsc.edu)

Title IX of the Education Amendments of 1972 (20 U.S.C. §§ 1681, et seq.) and its implementing regulations ([34 C.F.R. part 106](#)) prohibit and are designed to eliminate discrimination on the basis of sex in education programs or activities that receive federal financial assistance. The requirement not to discriminate in education programs or activities extends to admission and employment. Discrimination on the basis of sex includes, but is not limited to, sex-based harassment that is sufficiently serious to deny or limit an individual’s ability to participate in or benefit from the program at issue. Examples of sex-based harassment include sexual harassment, sexual violence, and gender-based harassment. The College complies with all aspects of Title IX and other federal and state laws regarding non-discrimination.

If you have questions regarding compliance with Title IX or if you have a complaint regarding sexual harassment or sexual violence, please contact the College's Title IX Coordinator:

Jessica Holley-Guiles  
HR Specialist, Title IX Coordinator  
100 College Blvd. East, Niceville, FL 32578  
Building 310  
Phone: (850) 729-5365  
Email: [holleyj4@nwfsc.edu](mailto:holleyj4@nwfsc.edu)

For the College's Title IX Procedure go to <https://www.nwfsc.edu/about/compliance/>, or to access digitally [click here](#).

### **Diversity and Inclusion Statement**

The College is fully committed to diversity among its faculty, staff, and students. We are responsible for inclusion in all forms. Our ability to thrive in a multicultural world depends on our respecting differences and dismantling barriers. Our institution embraces this challenge by creating educational opportunities, raising awareness, and implementing programs and initiatives that bring the celebration of diversity to life on our campuses, at our centers, and in the community.

## EMPLOYEE CLASSIFICATIONS

Career Service: The primary duties of these positions include performance of support functions essential to the effective operation of the College. Some Career Service personnel may supervise other employees or students. These positions are non-exempt under the Fair Labor Standards Act (“FLSA”) and are subject to overtime and compensatory time. These personnel are not eligible to teach in an adjunct faculty capacity.

Professional: The primary duties of these positions include directing, supervising, and performing work of a highly technical nature to ensure College resources are being used properly. Except for the first professional classification (“Professional I”), these positions are exempt under the FLSA. Assistant coaches are included within the Professional schedule as FLSA exempt positions.

Administrative: The primary duties of these positions include directing, scheduling, managing, and supervising College employees and departmental resources. These positions are exempt under the FLSA.

Executive: The primary duties of these positions include executive decision-making, planning, directing, developing, organizing, and using College resources in a manner that is prudent to the operation of the College. These positions are exempt under the FLSA.

Part-Time Employees: Part-time employees are hired as needed by the departments. Each semester or fiscal year the department head is responsible for submitting a new Personnel Action Form (“PAF”) through the chain of approvals to continue the employment of a part-time employee.

Instructional: These positions are designated for faculty. The primary duties involve direct instruction, student support activities, professional development, and service to the College. Instructional personnel are exempt from the provisions of the FLSA. In alignment with Board Policy TL 14.00 Academic Ranks (or Faculty Ranks) exist to define a faculty member’s employment status at the College. Academic rank specifications represent faculty member’s progression through major landmarks in their career.

The College recognizes and awards the following ranks:

- Adjunct Instructor: A faculty member appointed to a part-time, non-continuing contract track teaching position.
- Visiting Instructor: A faculty member appointed to an annual temporary, non-continuing contract track appointment.
- Instructor: A faculty member appointed to an annual, non-continuing contract-track appointment.
- Assistant Professor: A faculty member appointed to a full-time, continuing contract-track eligible teaching position.
- Associate Professor: A faculty member who has been awarded continuing contract.
- Professor: A faculty member who has been awarded a continuing contract and who has successfully completed two post-award reviews. Faculty may not hold the rank of Professor with fewer than seven years of full-time teaching experience.

Instructional – Adjunct Faculty: These positions teach classes but are temporary and part-time and are on an as-needed basis each semester. All adjunct faculty must have appropriate academic credentials or technical certifications. Instructional personnel are exempt from the provisions of the FLSA.

Grant-funded Positions: Grant-funded positions are contingent upon grant funding and Board of Trustees approval. These positions are defined as outlined in the grant or at the recommendation of the grant project director and the approval of the President. Compensation of grant personnel is based on grant funding, education, experience, and the applicable pay grade within the comparable Salary Schedule. Most grant positions require a probationary/evaluation period. Individuals employed through a grant have no expectation of employment beyond the expiration of the grant. The President will approve all requests for salary adjustments for grant-funded personnel. Workdays or hours will satisfy the grant requirements or community being served.

## SALARY SCHEDULES

Personnel will be compensated in accordance with the applicable Salary Schedule and paid in accordance with their employment letter or contract, as applicable, and the payroll calendar. The Office of Human Resources recommends salaries to the President based on educational background, experience, and position requirements. The following Salary Schedules provide the appropriate rates and ranges for each employment classification. The titles listed under each non-instructional Salary Schedule are not inclusive of all possible job titles assignable to that classification and pay grade.

### Non-Instructional Personnel Salary Schedules

This section sets out the Non-Instructional Salary Schedules. The Classifications and Jobs Titles column reflects classification of positions (i.e., Professional I, Administrative II, or Executive) and job titles of positions at the College that are currently assigned to that pay grade, which is subject to change. The Recommended Education and Experience column states recommended education credentials and work experience for that pay grade, which is useful in recruiting (posting and advertising vacancies), hiring, and promoting, provided, however, that comparable, relevant experience (demonstrated success), education, and licensure may be considered in lieu of the stated recommended education and experience, particularly for hard-to-fill positions.

The work obligation for full-time employees is 37½ hours per week (normally 7½ hours per day, Monday through Friday), exclusive of up to one (1) hour per day for lunch. Leave accrues in accordance with Board Policy.

## Career Service– Non-Exempt

All positions on the Career Service Schedule are at-will and are subject to successful completion of a probationary period. The Evaluation/Probation period is intended to give new employees and promoted employees the opportunity to demonstrate the ability to achieve a satisfactory level of performance and to determine if the position is a good fit for both them and the College department. The supervisor of the Career Service probationary employee shall submit a 3-month and 6-month performance evaluation. The probationary period may be extended up to three times to enable the College and the employee to mutually assess the demands of the job.

Pay Grade	Classifications and Job Titles	Minimum	Midpoint	Maximum	Recommended Education and Experience
1	Groundskeeper Mail Clerk Receiving Clerk Grant Support Staff Office Specialist I Facilities I Library Specialist	\$ 25,752	\$ 34,243	\$ 42,733	High school diploma or GED, Associate's degree, or trade certification plus 1-4 years relevant work experience
2	Office Specialist II Facilities II IT Specialist I	\$ 28,837	\$ 41,268	\$ 53,697	Associate's degree plus 2-4 years relevant work experience or Bachelor's degree plus 1-year relevant work experience. Trade certification in relevant work area also acceptable
3	IT Specialist II	\$ 31,106	\$ 43,433	\$ 55,761	Associate's degree with applicable IT certifications

### Career Service Continued – Non-Exempt: Campus Safety and Security

Pay Grade	Classifications and Job Titles	Minimum	Midpoint	Maximum	Recommended Education and Experience
4	Campus Police Officer I	\$ 28,683	\$ 36,714	\$ 46,994	High School diploma or GED with valid certification from accredited Police/Criminal Justice program plus 1-4 years relevant experience
5	Campus Police Officer II	\$ 31,552	\$ 40,385	\$ 51,693	Associate's degree with valid certification from accredited Police/Criminal Justice program with 4-6 years relevant experience

### Professional – Non-Exempt

All positions on the Professional – Non-Exempt Schedule are at-will and are subject to successful completion of a probationary period. The Evaluation/Probation period is intended to give new employees and promoted employees the opportunity to demonstrate the ability to achieve a satisfactory level of performance and to determine if the position is a good fit for both them and the College department. The supervisor of these Professional I probationary employees shall submit a 3-month and 6-month performance evaluation. The probationary period may be extended up to three times to enable the College and the employee to mutually assess the demands of the job.

Pay Grade	Classifications and Job Titles	Minimum	Midpoint	Maximum	Recommended Education and Experience
6	Professional I Assistant Controller Accountant Center Coordinator S. Affordability Advocate Learning and Retention Navigator Cashier Supervisor Supervisor of Plant Ops. HR Specialist I Videographer Coordinator	\$ 31,290	\$ 45,371	\$ 59,452	Bachelor's degree plus 2-4 years relevant work experience. Trade certifications or licensure may be substituted as needed.

Professional, Administrative, and Executive – Exempt

Pay Grade	Classifications and Job Titles	Minimum	Midpoint	Maximum	Recommended Education and Experience
7	Assistant Coach	\$ 23,254	\$ 31,290	\$ 41,721	Associate's degree or Bachelor's degree plus 2-4 years relevant work experience
8	Professional II Student Success Navigator HR Specialist II Database Admin. Purchasing Director Strat. Comms. Coordinator Campus Police Corporal	\$ 41,721	\$ 54,759	\$ 67,797	Bachelor's degree plus 4-6 years relevant work experience. Trade certifications and/or licensure may be substituted on as needed.
9	Professional III Foundation Ops. Manager Degree Works Project Manager Retention and Completion Manager Librarian Campus Police Supervisor	\$ 46,936	\$ 63,103	\$ 82,294	Bachelor's degree plus 5-7 years relevant work experience. Trade certifications and/or licensure may be substituted as needed.
10	Administrative I Director Head Coach Senior System Admin. President's Exec. Asst. Tech Support Manager Controller	\$ 51,377	\$ 66,167	\$ 82,619	Bachelor's degree plus at least 7 years relevant work experience. Master's degree preferred. Academic Programs Directors: Master's degree Trade certifications and/or licensure may be substituted as needed



11	Administrative II Executive Director Institutional Data Analyst Principal	\$ 57,086	\$ 75,249	\$ 96,839	Master's degree plus 3-5 years relevant work experience
12	Administrative III Dean Chief Comms. Officer	\$ 72,655	\$ 93,414	\$ 103,793	Master's degree plus 5-10 years relevant work experience
13	Executive Vice Presidents: Senior, Associate, Academic Affairs, or Business Ops. General Counsel Chief Information Officer	\$ 92,956	\$ 129,105	\$ 165,254	Master's degree or Doctoral degree plus 10 years relevant work experience

Head Coach Incentive Payments: Head Coaches may be eligible for a performance-based incentive payment for meritorious performance of their duties. The President, in exercise of their discretion, shall determine whether to award such a payment and the amount of the payment. For illustration only, examples of such an award include, but are not limited to, winning a conference, state, or national championship, or being named Coach of the Year by the NJCAA Panhandle Conference, NJCAA Region 8 Conference, or NJCAA National Championship. All performance incentive payments are subject to availability of funds. To be eligible to receive a performance incentive payment, the Head Coach must have earned an exemplary performance evaluation in the immediate prior cycle of performance evaluations, and there must be no performance-related issues noted in the Head Coach's personnel file.

Assistant Coach: The Assistant Coach position minimum salary may be structured as needed and as the budget permits.

Instructional Duties: Executive, administrative, and exempt professional personnel may be assigned instructional or instructional related responsibilities as a part of that position's job description or in addition to the 37½ weekly hours required for the basic appointment period. Supplemental instruction assignments are governed by the Instructional Salary Schedule principles and provisions as they relate to instructional requirements.

### Part-Time Pay Rates – Special Assignment As-Needed

These rates reflect a one-time or special assignment that is infrequent, temporary, and as needed that is paid either an hourly or flat rate to perform services. The below-listed assignments reflect past assignments at the College; other assignments may be made to this schedule as the needs of the College demand. Future assignments to this schedule will be made in consultation between Human Resources and the relevant department and in all instances finally approved by the President. Past practice for position assignments will be considered. Relevant considerations for the assignment include effective use of available funds and the nature, length, and scope of the assignment as well as job duties, experience, skills, and qualifications of available candidates.

Current Assignments to Schedule	Pay Rates
Professional – Special Projects Art & Drama Development Personnel Cultural Development Assistant Curriculum and Instructional Specialist Health Program Personnel Institutional Research Assistant Musicians Publication Assistant Research Assistant Sports Related Assistants K-12 Camp Staff (Non-Faculty)	\$20.00 - \$15,000
On Call Staff Per Event	Up to \$ 55.00

## Part-Time Pay Rates— Hourly Personnel

These rates reflect the pay rate assigned to part-time positions. The Assignments to Schedule column reflects past or current assignments at the College; other positions may be assigned to this schedule as the needs of the College demand and positions may be moved within the Hourly Rate column to meet hiring needs. Assignments to this schedule are made in consultation between Human Resources and the relevant department and in all instances finally approved by the President. Past practice for position assignments is considered. Relevant considerations for the assignment include effective use of available funds and the nature, length, and scope of the assignment; job duties, experience, skills, and qualifications of available candidates; and availability of qualified candidates.

Hourly Rate	Recommended Education and Experience	Assignments to Schedule
Minimum Wage	High School diploma or GED	Federal Work-Study Student
\$14.00	High School diploma or GED (Minimal to no experience)	Auxiliary Learning Aids/Mentors/Note takers Cashiers Night/Weekend Monitors Staff Assistant Support Technicians Test Proctors Tutors Campus Safety Specialist Program Assistants Testing Aids CDEC
\$15.00	High School diploma or GED, food safety certification, trade certification, and/or 1-2 years relevant work experience	Lab Assistants Computer IT- Help Desk Testing Specialist Trade Worker- Renovation CBA Ecology/Education Technician I Raider Café/ Food Service CDEC
\$16.00	High School diploma or GED, Associate's degree, and/or 2-4 years relevant work experience	Educational Advisor Skilled Trade Worker Renovation CBA Ecology/Education Technician II CDEC

\$17.00	Bachelor's degree, Commercial Driver's License, and/or trade certifications	CDEC Testing Administrator PT Student Success Support Job Supervisor for Renovations
Up to \$22.00	Applicable degree, credential, or licensure, Law Enforcement Certification, and/or 4+ years work experience	Interpreter for the Hearing Impaired Job Superintendent- Renovations PT Campus Police Bus Driver PT Librarian
Up to \$28.00	Certified Law Enforcement for details and events	After hours support Professional Security

## Instructional Personnel – Exempt

### Full-Time Instructional Personnel (9-month or 12-month) and Department Chairs

Instructional Personnel Basic Work Obligation: Full-time faculty members, including librarians, will work 34 hours per week, regardless of 9-month or 12-month status. Leave will accrue in accordance with Board Policy. All instructional personnel are assignable to appropriate courses to meet the needs of the College. Should there be a mix of instructional and instructional service equivalent obligations within the contract of a faculty member, the pro-rata distribution of salary to the respective functions will be determined by the Vice President of Academic Affairs. Except for department chairs, should the pro-rata classroom teaching portion of such a contract be less than fifty percent (50%) of a normal teaching load and the remaining assignment is other than instructional service equivalent, the position will cease to be instructional and will be reclassified.

Half-Time Faculty Members (No new hires in this classification; existing faculty only): Faculty members working less than 34 hours per week are considered part-time, except for designated, Board-approved “half-time” or other pro-rata positions requiring a minimum of eight classroom/instructional hours or its assigned equivalent. Sufficient time to constitute the instructor's obligation consisting of a minimum of 17 scheduled hours per week for half-time (based on 34 hours full-time) shall be distributed appropriately throughout each week. Credit hours or equivalents above the minimum eight (8) for a half-time position will be contracted on a supplemental basis and must be completed outside the regular 17-hour work week. Contracted semester credits for half-time positions, regardless of the number of supplemental credits, do not accrue toward continuing contracts. Instructional personnel should refer to the Faculty Handbook for further detail. Half-Time Faculty Member salary is determined by the same principles outlined above for full-time faculty members, using the 9-month base Salary Schedule, and dividing it by 2.

Compensation: Instructional personnel are initially assigned a salary within the appropriate level based upon the following criteria:

1. The minimum salary within the level is the base salary for the position;
2. Three percent of the base salary may be granted for each year of prior experience up to a maximum of 10 years. However, the maximum allowable experience shall be reduced by one year for every year within the past 10 years that the College was unable to award a faculty salary increase.

The supervisor will consult with Human Resources to ensure accuracy of the initial recommended salary in terms of relevance of the experience and background of the instructional personnel to their assignment at the College and any allowance for experience outside of the educational frame of reference (for relevant work experience) is generally assessed on a 2-to-1 ratio.

Supplemental Contract: A separate contract may, as appropriate and according to established procedures, be entered into with full-time and half-time personnel, including qualified 12-month contract personnel, for a duration of less than nine months (either within or outside of their contract period) for provision of instructional services or other authorized services beyond their basic instructional contract. Determination of such assignments will be based on qualifications, interest, the need for such services, and the best interests of the students and the College.

9-Month Salary Base for Instructional Personnel: Instructional personnel who are hired to work a 9-month schedule will follow the 9-Month Salary Base Schedule.

Experience Level	Bachelor's	Master's	Doctorate
0	\$ 37,506	\$ 39,756	\$ 42,176
1	\$ 38,631	\$ 40,948	\$ 43,442
2	\$ 39,757	\$ 42,141	\$ 44,706
3	\$ 40,881	\$ 43,334	\$ 45,972
4	\$ 42,007	\$ 44,526	\$ 47,237
5	\$ 43,132	\$ 45,719	\$ 48,504
6	\$ 44,257	\$ 46,911	\$ 49,769
7	\$ 45,381	\$ 48,104	\$ 51,034
8	\$ 46,506	\$ 49,296	\$ 52,299
9	\$ 47,633	\$ 50,489	\$ 53,563
10	\$ 48,758	\$ 51,683	\$ 54,829

12-Month Salary Base for Instructional Personnel: Instructional personnel who are hired to work a 12-month schedule will follow the 12-Month Salary Base Schedule. Salary of individuals hired as 12-month faculty members will be determined by dividing the 9-month salary by 9 and multiplying it by 12. For example, if the 9-month salary is \$38,403, divide by 9 (\$4,267 monthly) and multiply by 12 (\$51,204).

Experience Level	Bachelor's	Master's	Doctorate
0	\$ 50,008	\$ 53,007	\$ 56,235
1	\$ 51,508	\$ 54,597	\$ 57,923
2	\$ 53,009	\$ 56,188	\$ 59,609
3	\$ 54,508	\$ 57,777	\$ 61,296
4	\$ 56,008	\$ 59,368	\$ 62,982
5	\$ 57,510	\$ 60,958	\$ 64,671
6	\$ 59,009	\$ 62,549	\$ 66,357
7	\$ 60,508	\$ 64,139	\$ 68,045
8	\$ 62,009	\$ 65,729	\$ 69,732
9	\$ 63,509	\$ 67,319	\$ 71,419
10	\$ 65,011	\$ 68,911	\$ 73,105

Department Chairs: Full-time faculty assigned a Department Chair position receive release time in fall and spring terms, generally 12 credit hours of release for department administration responsibilities. Additionally, Department Chairs whose work extends throughout the summer months per the job description will receive a summer stipend of \$7,500 for work occurring after the spring term ends and before the next fall term begins. During summer months, Department Chairs are expected to report to work at a NWFSC campus or center location for twenty hours per week.

## Adjunct and Supplemental Teaching Assignment Pay Rates

Supplemental and part-time instructional personnel are paid under this schedule according to the classification of the teaching assignment. When non-credit, college, vocational, or prep courses are taught in combined form, classification of the assignment for payroll purposes will be determined by the Vice President of Academic Affairs in accordance with guidelines on file in the Office of the Vice President of Academic Affairs.

Part-time instructional personnel are be limited to twelve (12) semester hours including semester hour equivalents, 360 non-credit hours, or equivalent combination. Exceptions to these limits may be made under extenuating circumstances; advance approval from the Vice President of Academic Affairs is required. Each department shall maintain a roster of part-time (adjunct) faculty teaching during each term.

Course Type	Bachelor's	Master's	Doctorate
College Credit	\$585	\$660	\$720
Vocational Credit (Clinical, Lab, or Practicum)	\$585	\$660	\$720
Vocational Credit (Theory/Didactic)	\$39.00 per credit hour	\$44.00 per credit hour	\$48.00 per credit hour
College Preparatory Credit	\$39.00 per contact hour	\$44.00 per credit hour	\$48.00 per credit hour
Continuing Workforce Education, Prime Time, Recreation and Leisure, Institute for Professional Development, Clinical Specialist, Corporate Training (non-credit), PT Librarian	\$17.16 - \$300.00 Per contact hour Placement within range is determined in accordance with criteria on file in the Office of the Vice President of Academic Affairs.		

## Pay Rates for Public Service/Safety Adjunct Instructors

Step	In-Field Experience	Rate per Hour	Certification or Assignment Overrides
1	3 years	\$35.00	
2	7 years	\$38.00	Specialized Certification
3	11 years	\$41.00	Designated Lead or Paramedic Instructor
4	15 years	\$44.00	
5	19 years	\$47.00	
6	23 years	\$50.00	



### Pay Rates for Nursing Adjunct Instructors

Education Level	Rate per Contact Hour
Doctorate	\$48.00
Master's	\$44.00
Bachelor's	\$39.00

### Other Instructional Personnel Provisions

Equivalent credits for non-credit courses and activities for pay purposes are determined by the Vice President of Academic Affairs and computed based on the appropriate credit to contact hour relationship.

When enrollment is less than the minimum guideline for a given class, the Vice President of Academic Affairs shall have the authority to cancel the class, apply the distance learning compensation formula, and/or to combine classes to reach an equivalent minimum class size.

Compensation for applied lessons in the performing arts and for selected indirect supervision internships/preceptorships may be determined on a pro-rata basis, depending on student enrollments.

The President shall have the authority to compensate full or part-time instructional personnel on the appropriate credit or contact hour rate for teaching, developing, and working in selected non-credit courses such as workshops and seminars, and for curriculum development, special projects, or other similar activities.

Adjunct faculty members must complete annual mandatory training as any other College employee is required to do. Adjunct faculty members will be compensated \$50 for completing the training course after such training is complete.

Adjunct faculty members may be invited to attend workshops throughout the year. Adjunct faculty attending may receive a stipend for their participation, subject to the availability of funds and appropriate approvals.

## ADDITIONAL PROVISIONS REGARDING PERSONNEL COMPENSATION

Salary Administration: If an employee works a fraction of a year, the employee will receive the pro-rated portion of the salary until the end of the fiscal year. The base may be appropriately reduced for employment periods or contracts of fewer than twelve months. The 12-month salary base also may be appropriately reduced for less than a full-time position.

Salary Increase: Annual salary increases may be recommended to the Board of Trustees and are dependent upon the availability of funding. A recommended salary increase may be a general increase to base or may be, as discussed in the next section, a merit-based increase. Instructional employees on continuing contract or whose annual contract is renewed are eligible for an annual increase in salary in those years in which an increase is awarded, up to the maximum salary for the assigned level. The Board of Trustees upon recommendation of the President may impose requirements for the salary increase, such as, without limitation, a hiring cutoff or evaluation requirement. This section does not limit the President's authority to approve individual personnel actions throughout the fiscal year; upon approval of the President, a full-time employee may receive a one-time lump sum payment or an increase to base salary.

Merit Compensation: Upon recommendation of the President and approval of the Board of Trustees, all full-time employees may be eligible for a one-time lump payment or an increase to base salary at the beginning of the next fiscal year based on meritorious performance of duties. In a year with a merit compensation recommendation, the merit compensation will be dependent upon prescribed factors as approved by the Board of Trustees. Additionally, merit increases will only be considered when College funding is available. This section does not limit the President's authority to approve individual personnel actions throughout the fiscal year; upon approval of the President, a full-time employee may receive a one-time lump sum payment or an increase to base salary.

Collegewide Lump Sum: Upon recommendation of the President and approval of the Board of Trustees, a non-recurring salary increase or lump sum payment to all eligible employees may be awarded at any time during the fiscal year, contingent upon available funds. This non-recurring salary lump sum payment may be in addition to or in lieu of a regular salary increase. The Board of Trustees upon recommendation of the President may impose requirements for the lump sum payment, such as, without limitation, a hiring cutoff or evaluation requirement. Employees working through a performance improvement plan (PIP) are not eligible for a lump sum payment nor are those who do not meet the acceptable minimum of the annual performance evaluation.

Educational Attainment: Employees (non-instructional and faculty) may be considered to receive additional compensation in the form of a base salary increase of up to 6% for attainment of additional, relevant academic credentials through completion of approved coursework at a regionally accredited postsecondary institution. Consideration for educational attainment increase is not guaranteed and is contingent upon receipt by Human Resources of official transcripts; performance evaluations; budget; recommendation of the employee's supervisors; and approval by the President. An educational attainment increase to base salary occurs at the beginning of the next fiscal year.

Demotion, Transfer, or Reclassification: Demotion is the transfer of an employee from a more senior classification or position or salary range within a classification to a junior classification or position or salary range within a classification. Upon demotion for cause, the employee will be placed at the new classification recommended by the appropriate Vice President and the Executive Director of Human Resources and approved by the President. A

transfer is the assignment of an employee from one position to another within the same classification. Reclassification is defined as changing the class title, duties, and responsibilities for a particular position when those duties change substantially. When a reclassification occurs, the employee shall be placed at the classification level in the new position. Reclassifications may be temporary.

Reimbursement of Moving and Travel Expenses: The President may approve reimbursing Administrative or Executive full-time employees for moving expenses (household goods) not to exceed \$5,000, when the President deems such reimbursement is in the best interest of the College. Receipts must be submitted to Human Resources before any moving expenses are paid.

Health and Life Insurance: The premium for single-rate coverage for any full-time employee, whose position is approved by the Board for benefits and who elects to participate in the College group plan, will be paid by the College. Premiums for life insurance for such persons will be paid by the College at two times the employee's current salary rate, subject to the limits of the plan. Persons filling authorized half-time or other pro-rata positions are also entitled to these benefits.

Presidential Authority: The President has the authority to assign and transfer employees to any classification, position, or salary within the Salary Schedule. The President has the authority to pay employees supplementary compensation for additional work performed. A newly hired employee will generally start at the minimum applicable salary in the range; however, the President reserves the right to assign employees to the appropriate salary within the applicable range. Experience credit may be given to a candidate who can demonstrate full-time related work experience. At the President's discretion a stipend or salary over the published salary range may be given for any hard-to-fill position. The President may freeze salaries of personnel or reclassify personnel when changes in assignments or in operational or organizational circumstances necessitate, with the understanding that the compensation of such affected persons may (1) be reduced or (2) be frozen at the specified salary rate until circumstances make removal of the freeze feasible or until a reclassified person regains the appropriate pay level under a new classification. Should a reclassification provide advancement in classification for a person, their compensation shall be appropriately advanced. The foregoing and any other related request for deviation from the Salary Schedule must be submitted in writing and approved by the President.

President's Salary: The Board of Trustees determines the compensation of the President.

Board Policy, Employee Handbook, and Faculty Handbook: Further policy and procedure regarding personnel are in the policies set by the Board of Trustees and in the procedures published in the Employee Handbook and Faculty Handbook.

Modifications to Salary Schedule: The President has the authority to modify this Salary Schedule to the extent necessary to correct any typo, reflect a uniform pay change within or across classifications, or upon comprehensive review of a salary schedule or classification within it.

### III – Payroll Calendars

**2022-2023 PAYROLL CALENDAR  
FULL-TIME 9-MONTH FACULTY - PAY PLAN I**

FROM	TO	NO. WORK DAYS	PAYDATE
08-16-2022	08-31-2022	12	08-31-2022
09-01-2022	09-30-2022	21	09-30-2022
10-03-2022	10-31-2022	21	10-31-2022
11-01-2022	11-30-2022	18	11-30-2022
12-01-2022	12-16-2022	12	12-16-2022
01-09-2023	01-31-2023	16	01-31-2023
02-01-2023	02-28-2023	20	02-28-2023
03-01-2023	03-31-2023	18	03-31-2023
04-03-2023	04-28-2023	20	04-28-2023
05-01-2023	05-06-2023	9	05-31-2023
	<b>TOTAL</b>	<b>167</b>	

**Pay Plan I:** Instructors' compensation will be divided into **ten equal checks** paid August through May.

**Daily Rate:** Annual salary divided by total number of workdays in fiscal year.

**Uncompensated Absence Computation:** Daily rate X number of days absent without leave. Amount of computation will be deducted from salary in month of absence.

**New Employee Pro-rata Computation:** Compute daily rate. Compute monthly pay amount. Compute pro-rated contract amount: daily rate X number of days remaining to be paid in contract period. Multiply monthly pay amount by number of full month checks remaining to be paid in contract period and subtract this amount from the pro-rated contract amount. Difference equals pro-rated pay amount for month of hire. New employees who begin working after the completion of that month's payroll preparation cycle will be paid their pro-rata pay amount for the month of hire together with their regular monthly salary on payday of the following month.

**Terminated Employee Pro-Rata Computation:** Daily rate X number of days actually worked for the fiscal year, less salary paid since beginning of fiscal year.

**NOTICE:** Once a pay plan selection has been made, it **cannot** be changed during the fiscal year.

**FACULTY HOLIDAYS:**

September 5, 2022	November 11, 2022	December 19-31, 2022	January 16, 2023
	November 23 – 25, 2022	January 1-6, 2023	March 20-26, 2023

**NOTE:** Attendance at Spring Graduation **May 6, 2023** is expected of Nine Month Instructional Personnel.

**2022 - 2023 PAYROLL CALENDAR  
FULL-TIME 9-MONTH FACULTY - PAY PLAN II**

FROM	TO	NO. WORK DAYS	PAYDATE
08-16-2022	08-31-2022	12	08-31-2022
09-01-2022	09-30-2022	21	09-30-2022
10-03-2022	10-31-2022	21	10-31-2022
11-01-2022	11-30-2022	18	11-30-2022
12-01-2022	12-16-2022	12	12-16-2022
01-09-2023	01-31-2023	16	01-31-2023
02-01-2023	02-28-2023	20	02-28-2023
03-01-2023	03-31-2023	18	03-31-2023
04-03-2023	04-28-2023	20	04-28-2023
05-01-2023	05-06-2023	9	05-31-2023
06-01-2023	06-30-2023	0	06-30-2023
	<b>TOTAL</b>	<b>167</b>	

**Pay Plan II:** Instructors' compensation will be divided into **eleven equal checks** paid August through June.

**Daily Rate:** Annual salary divided by total number of workdays in fiscal year.

**Uncompensated Absence Computation:** Daily rate X number of days absent without leave. Amount of computation deducted from salary in month of absence.

**New Employee Pro-Rata Computation:** Compute daily rate. Compute monthly pay amount. Compute pro-rated contract amount: daily rate X number of days remaining to be paid in contract period. Multiply monthly pay amount by number of full month checks remaining to be paid in contract period and subtract this amount from the pro-rated contract amount. Difference equals pro-rated pay amount for month of hire. New employees who begin working after the completion of that month's payroll preparation cycle will be paid their pro-rata pay amount for the month of hire together with their regular monthly salary on payday of the following month.

**Terminated Employee Pro-Rata Computation:** Daily rate X number of days actually worked for the fiscal year, less salary paid since beginning of fiscal year.

**NOTICE:** Once a pay plan selection has been made, it **cannot** be changed during the fiscal year.

**FACULTY HOLIDAYS:**

September 5, 2022	November 11, 2022	December 19-31, 2022	January 16, 2023
	November 23 - 27, 2022	January 1-6, 2023	March 20-26, 2023

**NOTE:** Attendance at Spring Graduation **May 6, 2023** is expected of Nine Month Instructional Personnel.

**2022 - 2023 PAYROLL CALENDAR  
PART-TIME FACULTY  
COLLEGE CREDIT AND NON-CREDIT**

<b>FALL SEMESTER 2022</b>		
<b>FROM</b>	<b>TO</b>	<b>PAYDATE</b>
08/16/2022	09/30/2022	09/30/2022
10/03/2022	10/31/2022	10/31/2022
11/01/2022	11/30/2022	11/30/2022
12/01/2022	12/16/2022	12/16/2022

<b>SPRING SEMESTER 2023</b>		
<b>FROM</b>	<b>TO</b>	<b>PAYDATE</b>
01/09/2023	01/31/2023	01/31/2023
02/01/2023	02/28/2023	02/28/2023
03/01/2023	03/31/2023	03/31/2023
04/03/2023	04/28/2023	04/28/2023
05/01/2023	05/10/2023	05/31/2023

<b>SUMMER SEMESTER 2023</b>		
<b>FROM</b>	<b>TO</b>	<b>PAYDATE</b>
05/15/2023	06/30/2023	06/30/2023
07/03/2023	07/31/2023	07/31/2023
08/01/2023	08/09/2023	08/31/2023

**Pay Calculations:** Contract amounts for Fall, Spring and Summer Semester are divided by the number of pay dates remaining when received/processed in Human Resources and paid in the same number of equal installments.

<b>FACULTY HOLIDAYS:</b>	September 5, 2022	December 19-31, 2022	March 20-26, 2023
	November 11, 2022	January 1-6, 2023	May 29, 2023
	November 23-27, 2022	January 16, 2023	July 4, 2023

**2022-2023 PAYROLL CALENDAR  
FULL-TIME 12-MONTH PERSONNEL**

FROM	TO	NO. WORK DAYS	PAYDATE
07-01-2022	07-29-2022	20	07-29-2022
08-01-2022	08-31-2022	23	08-31-2022
09-01-2022	09-30-2022	21	09-30-2022
10-03-2022	10-31-2022	21	10-31-2022
11-01-2022	11-30-2022	18	11-30-2022
12-01-2022	12-16-2022	12	12-16-2022
01-03-2023	01-31-2023	20	01-31-2023
02-01-2023	02-28-2023	20	02-28-2023
03-01-2023	03-31-2023	18	03-31-2023
04-03-2023	04-28-2023	20	04-28-2023
05-01-2023	05-31-2023	22	05-31-2023
06-01-2023	06-30-2023	22	06-30-2023
	<b>TOTAL</b>	<b>237</b>	

**Daily Rate:** Annual salary divided by total number of workdays in fiscal year.

**Monthly Pay Amount:** Annual salary divided by 12.

**Uncompensated Absence Computation:** Daily rate X number of days absent without leave. Amount of computation will be deducted from salary in month of absence.

**New Employee Pro-Rata Computation:** Compute daily rate. Compute monthly pay amount. Compute pro-rated contract amount: daily rate X number of days remaining to be paid in contract period. Multiply monthly pay amount by number of full months remaining in contract period and subtract that amount from the pro-rated contract amount. Difference equals pro-rated pay amount for month of hire. New employees who begin working after the completion of that month's payroll preparation cycle will be paid their pro-rata pay amount for the month of hire together with their regular monthly salary on payday of the following month.

**Terminated Employee Pro-Rata Computation:** Daily rate X number of days actually worked for the fiscal year, less salary paid since beginning of fiscal year.

**COLLEGE CLOSED:**

July 4, 2022

September 5, 2022

November 11, 2022

November 23-27, 2022

December 19, 2022 - January 2, 2023

January 16, 2023

March 20-26, 2023

May 29, 2023

**NOTE:** Attendance at Spring Graduation May 6, 2023 is expected of Administrative and Twelve Month Instructional Personnel.



**2022 - 2023 PAYROLL CALENDAR  
PART-TIME HOURLY AND OTHER PERSONNEL (INCLUDING CWSP)**

FROM	TO	PAYDATE
06-16-2022	07-14-2022	07-29-2022
07-15-2022	08-15-2022	08-31-2022
08-16-2022	09-15-2022	09-30-2022
09-16-2022	10-14-2022	10-31-2022
10-15-2022	11-15-2022	11-30-2022
11-16-2022	12-08-2022	12-16-2022
12-09-2022	01-13-2023	01-31-2023
01-14-2023	02-15-2023	02-28-2023
02-16-2023	03-15-2023	03-31-2023
03-16-2023	04-14-2023	04-28-2023
04-15-2023	05-15-2023	05-31-2023
05-16-2023	06-15-2023	06-30-2023
06-16-2023	07-14-2023	07-31-2023

**Part-time Hourly Pay Period:** Generally runs from the 16<sup>th</sup> of the month through the 15<sup>th</sup> of the following month depending on where the weekend falls.

**Gross Pay Computation:** Hours worked X hourly rate (per employment letter).

**COLLEGE CLOSED:**

July 4, 2022  
September 5, 2022  
November 11, 2022

November 23-27, 2022  
December 19, 2022 – January 2, 2023  
January 16, 2023

March 20-26, 2023  
May 29, 2023  
July 4, 2023

**Timesheets are due in the Payroll Office by the date indicated in the “TO” column above. Time sheets received after that date will be paid in the next month’s payroll.**

## **Attachment IV: NWFSC Scholarship Program**

**IV – A: Scholarship Program**

**IV – B: Scholarship Budget**

**NORTHWEST FLORIDA STATE COLLEGE  
FY 2022-2023  
SCHOLARSHIP PROGRAM**

The Northwest Florida State College scholarship program supports the mission and vision of NWF State College with a student centered approach by providing funds and financial guidance to enable student access to higher education.

1. The NWF State College Scholarship Program has the following objectives:
  - (a) To provide scholarships to students who need financial assistance to attend college.
  - (b) To promote diversity within the student population at the College.
  - (c) To support students who contribute to the College by participating in selected programs.
  - (d) To reward past academic excellence and encourage academically superior students to attend NWF State College.
2. In order to accomplish the objectives listed above, the Board of Trustees established the NWF State College Scholarship Program.
  - (a) A student selected to receive a scholarship will receive in-state tuition, financial aid fees, student activity fee, capital improvement fees, and technology fees, for the established credit hours the student is allowed to take under the Program. The scholarship does not cover room, food, or out-of-state tuition unless otherwise stated. Unless specified otherwise, all scholarship amounts are awarded at the lower division rate and must be claimed during the freshman and sophomore years of attendance.
  - (b) Students funded under the prior year's Scholarship Plan who received a two-year award may continue under the award amounts in place at the time of the award, as determined by the Executive Director of Financial Planning and Scholarships.
  - (c) The money to support the NWF State College Scholarship program will be those funds generated by the Financial Aid Fee as set forth in Florida State Board of Education Administrative Rule 6A-14.054 (13), from other College revenue sources, and from

the College's Auxiliary Fund. Financial Aid Fees collected will be accounted for in a separate account, balanced and carried forward from one fiscal year to the next to the extent allowed by Florida Statutes. Auxiliary Funds and funds from other College revenue sources will be transferred to appropriate accounts to cover awards.

- (d) Fee Exemptions will be utilized as authorized by the Florida State Board of Education Administrative Rule 6A 14.054 (19) and Florida Statutes 1009.25 (3) to support Co-Curricular programs.
- (e) Fee waivers for fee-nonexempt students enrolled in workforce development programs will be utilized as authorized by Florida Statutes 1009.26 (1). Fee waivers will be used in the following priority:
  - (1) Students with demonstrated financial needs who are enrolling in PSAV or vocational preparatory programs that are not eligible for funding assistance through traditional state or federal financial aid sources.
  - (2) Students with demonstrated financial need who are enrolling in any PSAV or vocational preparatory course/program.
  - (3) Other students who are enrolling in any PSAV or vocational preparatory course/program and whose course fees are not being paid by another entity/individual.
- (f) Financial aid fees collected on workforce development program courses will fund a vocational scholarship as authorized by Florida Statutes 1009.22 (5). This scholarship will cover all associated course fees and textbooks and will be used in the following priority.
  - (1) Students with demonstrated financial need who are enrolling in a vocational program or course that is not eligible for funding assistance through traditional state and federal financial aid sources.
  - (2) Students with demonstrated financial need who are enrolling in a vocational course/program and whose course fees are not being paid by another entity/individual.
  - (3) Students with demonstrated financial need who are enrolling in a vocational course/program.

- (g) Financial aid fees collected on baccalaureate program courses will fund a baccalaureate scholarship. This scholarship will cover all associated course fees and textbooks and will be used in the following priority:
  - (1) Students with demonstrated financial need who are enrolling in a baccalaureate program or course that is not eligible for funding assistance through traditional state and federal financial aid sources.
  - (2) Students with demonstrated financial need who are enrolling in a baccalaureate course/program and whose course fees are not being paid by another entity/individual.
  - (3) Students with demonstrated financial need who are enrolling in a baccalaureate course/program.

3. Scholarships will be provided to selected students in the categories and areas listed below:

### **ORGANIZATIONAL**

The President of the Student Advisory Board shall receive a one-year (24 credit hours, 12 credits per semester for Fall and Spring) scholarship. The recipient is expected to perform the duties specified by the Director of Student Development and Campus Engagement.

The Vice President of the Student Advisory Board shall receive a one-year (18 credit hours, 9 credits per semester for Fall and Spring) scholarship. The recipient is expected to perform the duties specified by the Director of Student Development and Campus Engagement.

The Secretary of the Student Advisory Board shall receive a one-year (12 credit hours, 6 credits per semester for Fall and Spring) scholarship. The recipient is expected to perform the duties specified by the Director of Student Development and Campus Engagement.

The Committee Chair positions (Social Media, Community Service, Leadership, and Special Events) of the Student Advisory Board shall receive a one-year (6 credit hours, 3 credits per semester for Fall and Spring) scholarship. The recipient is expected to perform the duties specified by the Director of Student Development and Campus Engagement.

## HONORS SCHOLARS

A scholarship will be offered to the two top-ranked students from each public high school in the NWF State College district who plan to attend NWF State College as full-time, degree-seeking students. The professional staff of each high school based on academic merit and/or class ranking will select the recipients. Each student will receive a two-year (48 credit hours, 12 per semester for each Fall and Spring term) scholarship. In the event one or more of the two top-ranked students in a high school does not plan to attend NWF State College, the scholarship may be awarded to the next highest-ranked student in the class. A student receiving an Honor Scholarship must have a minimum 3.0-grade point average on a 4.0 scale for the initial award. To renew the award for a second year, a student must maintain a 2.0-grade point average on a 4.0 scale, and must successfully complete the percentage of college coursework required by NWF State College's Federal Financial Aid Standards of Academic Progress as stated in the College Catalog. The recipients must agree to enroll in SLS 1201, Community Service Seminar, or its equivalent, during the fall term of their freshman year. One credit hour will be granted upon completion of the course. The course consists of five lecture hours and requires 20 hours of community volunteer service at agencies in the public and private sectors.

A scholarship will be offered to the **two** top-ranked students from each public high school in the NWF State College district who plan to attend NWF State College as full-time, degree-seeking students:

Baker High School	Choctawhatchee High School
Crestview High School	Fort Walton Beach High School
Freeport High School	Laurel Hill High School
Niceville Senior High School	Paxton High School
Walton Senior High School	South Walton High School

## ACADEMIC COMPETITION

**Brain Bowl Members** - The Director of Student Development and Campus Engagement will select recipients. The value of the award will be determined by the Director with the total awarded in this category not to exceed the value of five, one-year (20 credit hours) scholarships. Recipients are required to be active members of the College Brain Bowl Team.

**Forensics Team Members** - The Director of Student Development and Campus Engagement will select recipients. The value of the award will be determined by the Director with the total awarded in this category not to exceed the value of five, one-year (20 credit hours) scholarships. Recipients are required to be active members of the College Forensics Team.

## **ATHLETIC SCHOLARSHIPS**

Men's Baseball, Women's Softball, Men's Basketball, Women's Basketball

The NWF State College Athletic Director and/or his designee based on past athletic performance and/or future athletic promise will select recipients. The Athletic Director will determine the value of the award with the total amount awarded in this category not exceeding the value identified on the Financial Aid Budget awards. Scholarships may be awarded in different amounts within the sport with the stipulation that the total amount available for men's and women's scholarships will be in proportion to the students of each gender participating in intercollegiate athletics as defined by state and federal law. Academic eligibility criteria and the total number of scholarships will be based on the Florida College System Activities Association standards. Scholarships in this category may include amounts for lab fees, special fees, food, and room as approved by the Athletic Director.

## **CHEERLEADERS**

The NWF State College Athletic Director and/or his designee will select recipients. Awards will only be offered during the spring term and individual student awards will not exceed the cost of 12 credit hours. The Director will determine the award amount with the total awarded for all cheerleaders not to exceed 144 credit hours. Recipients are required to be active members of the NWF State College Cheerleading Squad.

## **ATHLETIC TEAM MANAGERS**

Men's Baseball, Women's Softball, Men's Basketball, Women's Basketball

The NWF State College Athletic Director and/or his designee will select recipients. The value of the award will be determined by the Athletic Director with the total awarded in this category not to exceed the value of five, one-year (20 credit hours) scholarships. There will be a maximum of four one-year (20 credit hours) scholarships per academic year. The team managers work under the direction of each team coach. Academic eligibility criteria for both initial and renewal awards will be based on meeting and maintaining eligibility requirements under Florida College System Activities Association, Council for Athletic Affairs, and National Junior College Athletic Association Handbooks.

### **REGIONAL STATE SCIENCE FAIR WINNERS/ALL-FLORIDA CHEMATHON EXAM**

In recognition of outstanding achievement, a two-year (40 credit hours, 10 per semester for each Fall and Spring term) will be awarded to each student from the NWF State College district who placed first in any senior category competition during their senior year in high school for the Florida State Science and Engineering Fair each year, or who earned a high score on the All-Florida Chemathon Exam. The Sciences Division Director will identify recipients with a high score on this exam. These offers are valid for one calendar year from the recipient's date of high school graduation. The recipient must attend NWF State College on a full-time basis as degree-seeking student.

### **PACE SCHOLARS PROGRAM**

To assist under-served minority populations who graduate from a high school in either Okaloosa or Walton County who might not otherwise have the opportunity to attend college, twelve (12) \$3,000 per year scholarships will be awarded to support students selected in this program. The recipient must attend NWF State College as a full-time student, apply for federal financial aid, have not previously attended a college/university, and enroll in SLS 1201, Community Service Seminar, during the fall term of their freshman year. These scholarships are renewable for the second year of study at NWF State College provided the recipient maintains the minimum grade point average and successfully completes the percentage of college coursework required by NWF State College's Federal Financial Aid Standards of Academic Progress as stated in the College Catalog.

### **AFRO-ACADEMIC, CULTURAL, TECHNOLOGICAL, AND SCIENTIFIC OLYMPICS (ACT-SO)**

In recognition of outstanding achievement, a two-year (40 credit hours, 10 per semester for each Fall and Spring term) scholarship will be awarded to each student from NWF State College's district who places first (gold medal winners) in four academic disciplines:



Sciences, Humanities, Performing, and Visual Arts, in the competition of the Okaloosa County ACT-SO Branch hosted each year by the College. These offers are valid for one calendar year from the recipient's date of high school graduation. Recipients must attend NWF State College on a full-time basis as degree-seeking students. Second-year awards are renewable if the student maintains the minimum grade point average and successfully completes the percentage of college coursework required by NWF State College's Federal Financial Aid Standards of Academic Progress as stated in the College Catalog.

## **FINANCIAL AID BASED ON ABSOLUTE NEED**

Financial aid based on need (NWF State College Grant) and funded by the Financial Aid Fee shall be provided as defined by Florida statutes. The Student Financial Aid Committee will select recipients of the NWF State College Grant and determine award amounts based on the recommendation of the Executive Director of Financial Planning and Scholarships. A recipient's need will be verified using the Free Application for Federal Student Aid (FAFSA). The NWF State College Grant will cover tuition, fees, and required books for courses included in the recipient's program of study.

## **RESTRICTIONS**

- (a) No student may receive a scholarship in excess of that term's tuition and other fees unless otherwise stipulated.
- (b) Scholarship recipients must maintain a minimum grade point average of 2.00, unless designated otherwise, in order to remain eligible to receive scholarship funds.
- (c) Scholarships provided for one category such as **Organizational** that go unused for that category may not be transferred to or used in another category such as **Honors**. However, such unused monies may be transferred within a category.
- (d) The recipients may utilize scholarships year-round as long as the student does not exceed the total dollar amount of the award.
- (e) Academic suspensions can be appealed through the procedures currently in place through the Financial Aid Office. The Student Financial Aid Committee will serve as the final authority on all decisions.
- (f) Students who have their scholarship terminated for non-academic reasons have the right to appeal this decision utilizing the Student Grievance Procedure as specified in the Student Handbook.

- (g) Students who either forfeit their scholarship or are removed from their scholarship for non-academic reasons, will have the choice of withdrawing from classes or paying a pro-rated tuition amount for the remainder of the term in which the forfeiture and/or dismissal occurs. If the offense is serious enough to require suspension from the College, the student will not have a choice.
- (h) Scholarships will only cover the cost of in-state tuition and fees for courses. Students are required to pay the full cost of instruction per Florida statute unless otherwise stated.
- (i) Recipients of Florida's Bright Futures scholarships are eligible for other NWF State College scholarships or NWF State College Foundation scholarships unless disallowed by the donor's scholarship agreement.
- (j) The value of scholarships will be based on the current in-state tuition and fees for A&P courses.

## **ADDITIONAL STUDENT ASSISTANCE**

**EMPLOYEE TUITION BENEFIT:** To encourage educational growth among NWF State College employees receiving college-approved full benefits (i.e. health, life, and retirement), and their dependents, an award of \$625 per term is available to eligible NWF State College employees and dependents, and to NWF State College retirees who were employees receiving college-approved full benefits. Legal dependents are those as defined by IRS standards. Employees and dependents of eligible NWF State College employees must enroll for credit for courses in college credit, vocational credit, or college preparatory courses that apply to a degree program to qualify for this benefit. Dependents of NWF State College retirees are not eligible for this benefit. A minimum 2.0 cumulative grade point average on a 4.0 grading scale is required in order to receive the tuition benefit. The benefit does not cover courses taken for an audit or courses that are repeated and were previously charged against the Employee Tuition Benefit. Dependents of deceased employees (who were actively employed at the time of death) are eligible.

**STUDENT AMBASSADOR PROGRAM:** To support outstanding students, Student Ambassador Awards are available. Recipients will receive a \$1000 award (\$500 per semester for fall and spring). Recipients must apply for federal financial aid and commit to serving as a "Student Ambassador" under the supervision of the Outreach and Campus Experience Coordinator. The Coordinator will select student ambassadors for this program based on a written application and interview.

**NORTHWEST FLORIDA STATE COLLEGE  
SCHOLARSHIP BUDGET  
FISCAL YEAR 2022-2023**

<b>REVENUES</b>		<b>TOTAL</b>
Financial Aid Fees	\$ 443,153	
Auxiliary Funds	503,347	
Foundation	-	
Fines	<u>28,000</u>	
Total Projected Revenue		<u>\$ 974,500</u>
All projected revenues are based on projected enrollment and prior years actual.		

**EXPENDITURES**

SCHOLARSHIP	Amount	Estimated Scholarship Expenditures	
<b>Men's Basketball: 12 awards maximum</b>			
Total Fall, Spring, and Summer	\$ 160,000	\$ 160,000	
Total Expenditure for Sport			
<b>Women's Basketball; 14 awards maximum</b>			
Total Fall, Spring, and Summer	155,000	155,000	
Total Expenditure for Sport			
<b>Softball: 20 awards maximum</b>			
Total Fall, Spring, and Summer	180,000	180,000	
Total Expenditure for Sport			
<b>Baseball: 24 awards maximum</b>			
Total Fall, Spring, and Summer	185,000	185,000	
Total Expenditure for Sport			
Estimated Total Athletic Scholarships			<b>\$ 680,000</b>

**NORTHWEST FLORIDA STATE COLLEGE  
SCHOLARSHIP BUDGET  
FISCAL YEAR 2022-2023**

SCHOLARSHIP	Amount				Estimated Scholarship Expenditures	
					Total	
<b>Awards for Credit Hours</b>	<b>No. of Receipts</b>					
Forensics	6				8,000	
Brain Bowl	6				8,000	
Science Fair	4				4,000	
Athletic Team Manager	4				8,500	
Honors	40				90,000	
ACT-SO	5				4,000	
Student Advisory Board	6				7,500	
Cheerleader	12				13,500	
Employee Tuition Benefit Historical value					30,000	
Employee Tuition Benefit (dependents) Historical value					30,000	
NWFSC Grant (need-based) Historical value					40,000	
<b>Estimated Total Credit Hour Awards</b>						<b>\$ 243,500</b>
<b>Awards for a Specific Dollar Amount</b>	<b>Awards</b>				<b>Estimated Total</b>	
RaiderRep	15				15,000	
Paces	12				36,000	
<b>Estimated Total Dollar Amount Awards</b>						<b>\$ 51,000</b>
<b>Estimated Total Scholarships</b>						<b>\$ 974,500</b>

## **Attachment V: College Events and Other Services**

**V – A: Event Admission Prices**

**V – B: Facility Rental and Services Rates**

**NORTHWEST FLORIDA STATE COLLEGE  
EVENT ADMISSION PRICES  
FISCAL YEAR 2022-2023**

**NWFSC Athletic Games (All Sports)**

- |  |                           |
|--|---------------------------|
| • Adults                                 | \$7.00                    |
| • Grades K-12                            | \$4.00                    |
| • NWFSC Students with NWFSC ID           | One Complimentary Ticket  |
| • Pre-K and Under                        | No Charge                 |
| • NWFSC Faculty, Staff and Board Members | Two Complimentary Tickets |

**Northwest Florida Symphony Orchestra Performances\*\***

- |  |                           |
|--|---------------------------|
| • Adult Tickets                          | \$25.00                   |
| • Students (18 & under or A/D Military)  | \$16.00 Each              |
| • NWFSC Faculty, Staff and Board Members | Two Complimentary Tickets |
| • NWFSC Students with NWFSC ID           | One Complimentary Ticket  |

**NWFSC Performances (Summer Musical in the Main Theatre)**

- |   |                           |
|---|---------------------------|
| • Adult Tickets                             | \$25.00 Each              |
| • Students (18 & under)                     | \$10.00 Each              |
| • NWFSC Faculty,<br>Staff and Board Members | Two Complimentary Tickets |
| • NWFSC Students with NWFSC ID              | One Complimentary Ticket  |

**NORTHWEST FLORIDA STATE COLLEGE  
EVENT ADMISSION PRICES  
FISCAL YEAR 2022-2023**

**Other NWFSC Performances (Plays and Performances in the Sprint Theatre)**

- |  |                           |
|--|---------------------------|
| • Adult Tickets                          | \$10.00 Each              |
| • Students (18 & under)                  | \$10.00 Each              |
| • NWFSC Faculty, Staff and Board Members | Two Complimentary Tickets |
| • NWFSC Students                         | One Complimentary Ticket  |

**NWFSC Broadway Series Events, Broadway Shows – Individual Ticket Prices**

- |                    |         |
|--------------------|---------|
| • Anastasia        | \$50.00 |
| • Legally Blond    | \$50.00 |
| • 9 TO 5           | \$50.00 |
| • Get On Your Feet | \$50.00 |

**NORTHWEST FLORIDA STATE COLLEGE  
EVENT ADMISSION PRICES  
FISCAL YEAR 2022-2023**

**NWFSC Artist Series events - Individual Ticket Prices**

- |                               |                   |
|-------------------------------|-------------------|
| • Hip-Prov – Colin Mockery    | \$35.00           |
| • Momix                       | \$35.00           |
| • Madagascar                  | \$35.00 & \$25.00 |
| • The Canine Stars Stunt Show | \$25.00           |

**NORTHWEST FLORIDA STATE COLLEGE Family Series Event, Children and Family Theatre – Individual Ticket Prices**

- |                       |        |
|-----------------------|--------|
| • Click Clack Moo     | \$8.00 |
| • Grace For President | \$8.00 |
| • Junie B. Jones      | \$8.00 |
| • Llama Llama         | \$8.00 |

➤ **Public School Students will pay \$8.00 each for the matinee performance of this event.**

**\*\*Please note:** convenience fee of \$3.00 will be added to each ticket to help defray box office processing fees. The ticket prices of the Broadway Series Events and The Artist Series Events include a \$2.00 per ticket fee for Arts Center Scholarship Funds. **These prices do not include tax.**



**Northwest Florida State College**  
**Facility Rental and Service Rates**  
 Fiscal Year 2022-2023

**Rental Classification**

(Class A) Tax Exempt and Not-For-Profit Organizations (Documentation to verify tax exempt status is required)

(Class B) For Profit Organization, Agency, or Private Enterprise

<b>Facility</b>	<b>First Two Hours</b>		<b>Each Add'l Hour</b>	
	<b>Class A</b>	<b>Class B</b>	<b>Class A</b>	<b>Class B</b>
Raider Arena	\$ 3,500	\$ 4,500	\$ 150	\$ 250
Grounds	\$ 1,000	\$ 1,500	\$ 150	\$ 250
Observatory	\$ 350	\$ 500	\$ 85	\$ 125
Rappel/Fire Tower	\$ 250	\$ 300	\$ 50	\$ 75
Driving Pad	\$ 375	\$ 425	\$ 50	\$ 75
Conference Space	\$ 150	\$ 200	\$ 40	\$ 60

*Room decorating time must be included in room rental and is billable. Requested setup and access time is billable.*

<b>Personnel/Staffing</b>	<b>Hourly Rate</b>	<b>Min. Hours Req.</b>	<b>*Min. Staff Req.</b>
Custodian	\$ 20	2	1 per 250 attend.
Concessions	\$ 20	4	
IT/AV	\$ 50	2	
Maintenance	\$ 50	2	
Security Officer	\$ 35	4	1 per 300 attend.

*\*This is a general measurement of staffing requirements. Northwest Florida State College will determine staffing needed for each event. A Security Officer is required for use of the Rappel/Fire Tower and Raider Arena.*

<b>Room Setup</b>	<b>Attendees &amp; Notes</b>	<b>Price Per Setup</b>
Conference Space	1-49	\$ 125
	50-99	\$ 150
	100-149	\$ 175
	150+	\$ 200
Stage*	4' x 4' sections	\$75 per section

*ADA Ramps and Rails can be included upon request or if the College deems them necessary.*

<b>Rental Add-ons</b>	<b>Rate</b>	<b>Replacement/Damage Fee</b>
Pipe and Drape	\$100	current replacement value
Clicker (per day)	\$5	\$50

### **Event Discounts**

*Discounts are applicable on room rental and setup fees only. If an event qualifies for more than one type of discount, only the highest will be applied.*

#### **Multi-Event Discount**

<b># of Events:</b>	<b>3</b>	<b>4</b>	<b>5+</b>
<b>Discount:</b>	15%	20%	25%

*Discount is only applicable upon signing of multi-event contract containing all event dates. Events must take place within a rolling 12 months to be applicable for the multi- event discount.*

#### **Community Engagement Discount**

*To align with the Northwest Florida State College Strategic Plan, the Community Engagement Discounts are detailed as follows:*

##### **Level 1: 20%**

*Business hosting event maintains an address located in Okaloosa or Walton Counties*

##### **Level 2: 60%**

*Okaloosa or Walton Counties K-12 educational entity.*



**WWW.NWFSC.EDU**

## SIX LOCATIONS

**100 COLLEGE BOULEVARD EAST  
NICEVILLE, FL 32578  
(850) 502 - 2895**

NICEVILLE CAMPUS  
FORT WALTON BEACH CAMPUS  
CHAUTAUQUA CENTER  
HURLBURT FIELD CENTER  
ROBERT L. F. SIKES EDUCATION CENTER  
SOUTH WALTON CENTER

