

POLICIES OF THE  
BOARD OF TRUSTEES

|        |                                    |        |
|--------|------------------------------------|--------|
| 6.3    | Use of College Facilities and Fees | 1 of 2 |
| NUMBER | TITLE                              | PAGE   |

- (1) All facilities of Roanoke-Chowan Community College, owned and operated by the Board of Trustees, are for the use and benefit of its students during the regular school hours of operation, and at any other time when it is in the best interest of the College
- (2) When facilities, during the regular hours of operation, are not in use by the students, community public and private agencies are encouraged to make use of them.
- (3) The President shall cause to be developed a set of procedures to govern the use of facilities during and after regular school hours.
- (4) The Board of Trustees hereby sets the user fees for the use of Roanoke-Chowan Community College campus facilities and grounds.
- (5) Rules for the use of facilities and the classes of users are defined in AP 07-0401.
- (6) There will be no fee charged to Class A and B users regardless of the scheduled time for the activity.
- (7) Class C Users
  - (7.1) If the function is scheduled during the College’s regular working hours, no rental or custodial fee shall be charged to Class C users.
  - (7.2) If the function is scheduled during a time when the College is normally closed, a custodial fee of \$10 per hour shall be required.
- (8) Class D Users
  - (8.1) If the event is scheduled during the College’s normal working hours, the following fees shall be applicable.
  - (8.2) A rental fee of \$25 per hour, with a two-hour minimum, or a maximum of \$150 per day.
  - (8.3) No custodial fee will be charged.
  - (8.4) If the function is scheduled during a time when the College is normally closed, the following fees shall be applicable.

**General Authority:**  
**Revised:** 09-29-81; 10-26-93; 02-07-01  
**Editorial Changes:**

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|--------|------------------------------------|--------|
| 6.3    | Use of College Facilities and Fees | 2 of 2 |
| NUMBER | TITLE                              | PAGE   |

(8.5) A rental fee of \$50 per hour, with a two-hour minimum, or a maximum of \$250 per day,

**AND**

(8.6) A custodial fee of \$10 per hour, with a two-hour minimum.

(8.7) The Board grants the authority to the President to waive any or all **rental** fees.