

**County Policy**

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| Subject: | Policy for Establishing Reduced Tuition Partnerships with Universities |
| Authority: | Board of Supervisors |
| Policy Owner: | CEO - Human Resource Services |
| Approval Date: | 7/15/2014 |
| Revision Date(s) | 2/5/2019, 12/17/19 |
| Version No.: | 3.0 |

A. Purpose

To provide guidelines for Human Resource Services (HRS) to use when establishing partnerships with universities for reduced tuition agreements.

B. Definitions

1. **Reduced Tuition** - A tuition rate offered to County employees that is less than the rate offered by the educational institution to non-County employees.
2. **Regional Accreditation** – A review process whereby an accreditation association confirms that an institution has substantially met the Core Commitments and Standards of Accreditation and associated Criteria for Review and, thus, possesses the resources, policies, and practices to achieve its educational goals and has provided evidence of the quality of its educational programs. There are seven regional accreditation associations (Middle States Commission of Higher Education , New England Association of Schools and Colleges, Commission on Institutions of Higher Education, The Higher Learning Commission, Northwest Commission on Colleges and Universities, Southern Association of Colleges and Schools Commission on Colleges, The Accrediting Commission for Community and Junior Colleges, Western Association of Schools and Colleges, and WASC Senior College and University Commission) that accredit public and private schools, colleges, and universities in the United States.

Accreditation determines a school's eligibility for participation in federal (Title IV) and state financial aid programs. Accreditation is also important for the acceptance and transfer of college educational credits, and is a prerequisite for many graduate programs. Generally, college credits or degrees received at a regionally accredited institution are accepted by other regionally accredited colleges or universities.

C. Policy

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1. **Universities** - The Chief Human Resource Officer or Designee may establish partnership agreements with universities for the purposes of providing reduced tuition benefits for County of Orange employees as long as the following conditions are met:
 - a. Universities must have regional accreditation to be considered for partnership.
 - b. Universities must be a nonprofit or not for profit organization.
 - c. To ensure the contractual Agreement is enforceable, the County must provide the university with some form of consideration in exchange for the reduced tuition benefit. For example, the County may agree to allow the university to post program advertisements on the County's intranet, or allow such advertisements to be shared via email, newsletter, or other preferred internal communication medium in exchange for the university's promise to offer reduced tuition to County employees. Any such advertising announcements proposed by the institution will be subject to County approval prior to placement in a County communication medium. Under such an agreement, the County will not withhold approval of any reasonable request by the university. The County may also allow the university to present program information on County property in an environment such as a "lunch and learn," or other mutually agreed upon format.
 - d. A request for the university's use of the County's name and logo must be made in advance, with confirmation of approval given prior to use, unless specific approval was previously given or if noted separately in the Agreement. The university will not be allowed to use the County's name and logo if the university's request was denied.
2. **California Community Colleges** - Due to low and no cost tuition rates already provided by California Community Colleges to the general public, they are not required to provide reduced tuition to or enter into a partnership agreement with the County in order to obtain the benefits provided to universities as set forth herein. California Community Colleges may be listed on the County's University Partnership page at their request. All other terms and conditions applied to university partners shall apply equally to California Community Colleges.