



# NORTHWEST FLORIDA STATE COLLEGE

## Memo

To: Board of Trustees  
From: Dr. Devin Stephenson, President  
Date: October 17, 2023  
Re: Professional Pilot Technology Course Fee Adjustment

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In accordance with Florida Statutes §§ 1009.23, the Board of Trustees is authorized to establish fee schedules for user fees and fines relating to facilities and equipment use. Such user fees and fines shall not exceed the cost of the services provided and shall only be charged to persons receiving the service. The College publicly notices proposed changes to course fees prior to presenting them to the Board of Trustees for review and approval before course fees are applied to classes in future terms and charged to students. The College strives for precision when projecting and recommending course fees to ensure that the revenue generated by the course fees and the expenses of services provided and related consumables for the course are net neutral. The purpose of course-specific fees is to ensure that consumables and equipment costs which occur only for students enrolled in that course are charged at a rate that aligns with any expenses unique to students' participation in that course. Through these course fees, the College can assure that students have access to all resources necessary to satisfactorily complete the course and are aware of related financial obligations prior to enrollment. A goal in course fee adoption is to limit changes to once per year when the College' budget is adopted annually in June; however, in rare cases, it may be necessary for the College to bring forward additional course fee recommendations to ensure appropriate alignment of course fees with variable costs of consumables, and this may be an increase or decrease of fees as appropriate so that the College can remain net neutral for revenue and expenses for course fees and related consumables.

This memo is to inform you of forthcoming changes to course fees in the Professional Pilot Technology program. Increased fuel and equipment costs have resulted in proposed increases in charges to the College for flight hours. For the College to maintain a net-neutral status for these costs, an increase in course fees for flight hours is necessary. Proposed course fees will align with the updated fee structure delivered by Emerald Coast Aviation, the College's current flight training provider, as part of the renewal agreement. Further, the College is working to secure contracts with two additional flight training providers, which would provide additional options to students. The College intends to update course fees on the following courses with a \$2,000 initial course fee to cover students' first block of flight hours:

- ATF 1100L - Private Pilot Flight 1 Credit Hour
- ATF 2201L - Commercial Flight I 1 Credit Hour
- ATF 2202L - Commercial Flight II 1 Credit Hour
- ATF 2203L - Commercial Flight III 1 Credit Hour
- ATF 2305L - Instrument Pilot Flight I 1 Credit Hour
- ATF 2400L - Multi Engine Flight I 1 Credit Hour

- ATF 2500L - Certified Flight Instructor I 1 Credit Hour
- ATF 2530L - Certified Flight Instructor Instrument 1 Credit Hour

As fees are expended, students will add funds to their account.

Pending Board of Trustees approval, new fees adopted at the November 2023 Board of Trustees Meeting will be in effect for Spring 2024 classes. The College is working to establish new contracts with flight training providers that outline fee adjustments (increases or decreases) prior to each fall semester in conjunction with other course fee changes.

An action item to adjust course flight fees is forthcoming at the November Board meeting. These changes are anticipated to provide the greatest opportunity for seamless program progression and completion for each student.