

NUMBERED MEMO CC25-089

TO: Members of the State Board of Community Colleges, Chairs of the Community College Boards of Trustees, Community College Presidents, Chief Academic Officers, Chief Admissions Officers, Basic Skills Directors, Business Officers, Continuing Education Officers, Customized Training Directors, Chief Financial Officers, Distance Learning, Financial Aid Officers, Personnel Officers, Student Development Administrators, Public Information Officers, Registrars, & Other Interested Parties

FROM: Jonnell Carpenter, *NCCCS General Counsel*

SUBJECT: Proposed Amendment of 2A SBCCC 300.6 – North Carolina Proprietary School Fee Schedule

DATE: November 25, 2025

On November 21, 2025, the State Board of Community Colleges (SBCC) initiated the rulemaking process to amend **2A SBCCC 300.6 – North Carolina Proprietary School Fee Schedule**. The proposed amendment would increase the late license renewal fee for Proprietary Schools from \$500 to \$1,000. This proposed increase would potentially discourage schools from submitting late applications. The proposed amendment is published on the NC Community College System's website, [Numbered Memos - NCCCS \(ncccommunitycolleges.edu\)](https://ncccommunitycolleges.edu/numbered-memos). For your convenience, a copy of the proposed rule, with the adopted language indicated, is attached to this memorandum. Strikethroughs indicate deletions of existing language and underlines indicate additions of language.

Any member of the public has the right to submit written comments on the proposed rule. Please note that any person who submits public comments on behalf of their community college should comply with their college's local process for submitting comments on a proposed rule. **Written comments on the rule must be received by no later than 5:00 p.m. on December 25, 2025.** Any member of the public has the right to request a hearing on the proposed rule. **Requests for a hearing must be received by no later than 5:00 p.m. on December 10, 2025.**

Written comments and requests for hearing shall be directed to the following address:
Jonnell Carpenter, 5001 Mail Service Center, Raleigh, NC 27699-5001 or by email to
publiccomments@nccommunitycolleges.edu. Thank you for your attention to this matter.

CC25-089

Email Copy
Attachment



State Board of Community Colleges Code

Notice of Proposed Rulemaking Form

Date: November 25, 2025

Title, Chapter, Subchapter, and Rule Number of Rule Proposed to be Adopted, Amended, or Repealed	Amendment of 2A SBCCC 300.6 – North Carolina Proprietary School Fee Schedule
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Specify whether the SBCC proposes to amend, adopt, or repeal a rule:

Adopt
(new rule)

Amend
(change existing rule)

Repeal
(delete entire rule)

	X	
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Rationale for proposed adoption, amendment, or repeal:	The amendment increases the late fee for license renewals from \$500 to \$1000. This is necessary because an increased number of schools are submitting late applications to the Proprietary Office.
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Proposed Effective Date of Rule	February 1, 2026
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2A SBCCC 300.6 is proposed for amendment as follows:



State Board of Community Colleges Code
TITLE 2 – PROPRIETARY SCHOOLS

CHAPTER A. PROPRIETARY SCHOOLS

SUBCHAPTER 300. LICENSURE

2A SBCCC 300.6 North Carolina Proprietary School Fee Schedule

Each proprietary school subject to Article 8 of Chapter 115D shall make payment as directed by the SBPS according to the following fee schedule:

- (1) Initial license - \$5,000.
- (2) Annual license renewal - \$2,500. Any license renewal application submitted through the North Carolina Proprietary Board Licensure Portal between ~~after~~ March 24th ~~1st~~ and April 25 shall be assessed a \$1,000 ~~\$500~~ late fee.
- (3) Program additions - \$200.
- (4) Program revisions - \$200.
- (5) School relocations - \$500.
- (6) Remote sites - \$1,000 initial site fee, plus annual renewal fee of \$750.
- (7) Site assessments to verify statutory or SBCC Code compliance, or to approve program additions or changes - \$500.

History Note: Authority G.S. 115D-89.3; 115D-92;

Eff. August 1, 2014;

Amended Eff. _____; November 1, 2023; February 1, 2023;

February 1, 2017; February 1, 2015.