

HVCNE Best Practices for Publishing Cost Information

Critical aspects to publishing cost information:

1. Comparability enabled by consistency
2. Clarity through easy-to-understand descriptions/summaries

Key features by postsecondary institution-type:

- 4-year institutions:
 - Annual tuition + mandatory fees* for full-time enrollment
 - In-state
 - Out-of-state
 - Tuition Break rate
 - Summary example: "Includes tuition and mandatory fees, based on 15 credit hours per semester, for a total of 30 credit hours per academic year. For more information about costs of room and board, books, etc. visit [webpage]"
 - Link to institution's tuition + fees webpage
- 2-year institutions + online programs**
 - Per credit tuition rate + mandatory fees
 - In-state
 - Out-of-state
 - Tuition Break rate
 - (Optional) Annual tuition + mandatory fees for full-time enrollment
 - In-state
 - Out-of-state
 - Tuition Break rate
 - Summary example: "For more information about costs of room and board, books, etc. visit [webpage]"
 - Link to institution's tuition + fees webpage

*If there are additional fees associated with particular programs and that information can be retrieved, NEBHE recommends including it

**if rates are different from in-person tuition + mandatory fees

Institutions may also publish a cost manifest and point each credential to this resource.

