

PENSACOLA STATE COLLEGE
MANUAL OF PROCEDURES


Procedure Title:	Determination of Admissions Charges for Events at the College	<u>Number</u> 111
Related Policy:	Charges for College Supported Events – 6Hx20-1.010	<u>Page</u> Page 1 of 1

I. Purpose

To establish a procedure to determine admission charges for events at the College.

II. Procedure

- A. The ticket price for an event at the College will be recommended by the department or group initiating the event.
- B. This information along with any guidelines for deviation from this charge will be forwarded to the President for approval.
- C. The Vice President, Business Affairs, will request the President to place the item on the Board of Trustees agenda for action by the Board.
- D. The use of complimentary tickets may be authorized by the President.

Responsible Official	Vice President, Business Affairs
President's Signature: 	Date: 02/21/2017