

**DEPENDENT
FEE WAIVER APPLICATION**

Student Account Services	
Code _____	I _____
HR Rep. Initials _____	

SECTION I – Employee Information (to be completed by employee for each term of enrollment)

Name:	Fresno State ID :	Classification Title:
Department:	Phone:	E-mail Address:
Status: Permanent Probationary Temporary (appt. exp. _____)	Time Base: Full time Part time	
Bargaining Unit:	UAPD (Unit 1) CSUEU (Units 2, 5, 7, 9) CFA (Unit 3) APC (Unit 4)	SETC (Unit 6) SUPA (Unit 8) Confidential (C99) M80/M98 (MPP/Executive)

SECTION II – Dependent Information

Name:	Campus ID :	Email Address:
Academic Year 20_____ Term: Fall Spring Summer CSU Summer Arts		
CSU Campus to Attend: _____	Academic Program:	
Student Status: New Student or Continuing Student	Undergraduate Graduate Credential Doctorate	Major: _____

Relationship to Employee:
 Spouse by Marriage
 Domestic Partner (Declaration of Domestic Partnership is filed with the Secretary of State)
 Dependent Child (For Physicians/Unit 1 and Public Safety/Unit 8 employees, age limit is 23)
Date of Birth _____ (mm/dd/year)
 Child or stepchild under age 23/25 who has never been married
 Child living with employee in parent-child relationship who is economically dependent upon employee, under age 23/25 who has never been married
 Child or stepchild age 23/25 or above who is incapable of self-support due to a disability that existed prior to age 23/25

- NOTE: THE FOLLOWING APPLIES TO THE FEE WAIVER PROGRAM**
- **Students Attending Fresno State (for this campus only)** - Confirmation of enrollment listing the courses and units per course is required to be submitted with this application
 - Students participating in this program must be in good academic standing as defined by the Student Affairs University Advising Center ('Good Academic Standing' does not include Probation, Disqualification, Contract status or Administrative Approved Academic Probation). Academic standing will be reviewed each semester to determine eligibility to participate in the subsequent semester.
 - Some graduate/doctorate level courses taken through fee waiver may be subject to taxation.
 - Non-California Residents are subject to out-of-state tuition/fees
 - Fee Waiver does not apply to courses taken through Open University or Extended Education

SECTION III -- For Non-Fresno State Students Only (Students Attending Other CSU Campus complete section below)

Term and Year	Course Title & Number	Level (Undergraduate or Graduate)	Units
(Example) Fall 2017	Art History 108	Undergraduate	3

SECTION III – EMPLOYEE VERIFICATION AND SIGNATURE

I certify that the individual named above is my legal spouse, dependent child, or registered domestic partner (Dependent) and that the information provided above is true. I wish to transfer my fee waiver eligibility, as provided in appropriate policy or collective bargaining agreement, to the individual named above. I understand this transfer prohibits my personal use of fee waiver benefits during the period indicated. Further, I understand that my spouse, dependent child or domestic partner is responsible for meeting all registration and payment deadlines and informing the Human Resource office if any changes in approved fee waiver classes occur.

Students participating in this program must be in good academic standing. Academic standing will be reviewed each semester to determine eligibility to participate in the subsequent semester. ‘Good Academic Standing’ does not include Probation, Disqualification, Contract status or Administrative Approved Academic Probation.

For information on Academic Probation: <http://www.csufresno.edu/studentaffairs/programs/advising/disquali.shtml>

If my Dependent is attending CSU, Fresno, a confirmation of enrollment listing the courses and the units per course is attached to my application. **Applications will be considered incomplete and will be returned if this information is not attached.**

I understand that fees waived on behalf of an employee’s legal spouse, dependent child, or registered domestic partner for enrollment in graduate-level courses may be reported as taxable income for the employee. All undergraduate level course work taken by an employee’s domestic partner through this program is taxable as well.

All fees should be paid directly to the cashier in the Joyal Administration Building. If there are any questions regarding E-pay or other payment options, please contact Students Accounts at (559)278-2876.

Student may contact the [Admissions office](#) at (559)278-2261 (Undergrad Admission) or (559)278-4072 (Grad Admission) to request a one time reimbursement of the CSU Application Fee (\$55).

I UNDERSTAND THAT THE STUDENT MAY ALSO BE CHARGED FULL OR PRORATED REGISTRATION FEES IF THE STUDENT DROPS CLASSES FOR WHICH THE STUDENT HAS BEEN GRANTED A FEE WAIVER. THE WAIVER WILL BE REMOVED AND FEES WILL BE CHARGED UP TO THE FULL AMOUNT AS OF THE DATE OF THE CLASS WITHDRAWAL.

See [Accounting Services](#) web page for more information.

As an employee, I have read and understand the conditions of the Fee Waiver Program which can be found on the [Technical Letter HR Benefits 2011-14](#) and my [Collective Bargaining Agreement](#).

Employee – Print Name

Employee’s Signature

Date

As the Human Resources Representative, I have verified that the employee listed above is eligible to participate in the fee waiver program. Fee Waiver Coordinator: _____ Date: _____

Submitted to Accounting on: _____