

Summary of the CSU Student Fee Policy Executive Order 1054 dated 1/14/2011

Executive Order No. 1054 defines five fee categories and establishes authority, responsibility and accountability with regard to CSU student tuition and fees. Campus responsibilities include the establishment of a student fee advisory committee, with student majority membership, for appropriate and meaningful consultation on fees.

Fee Category	Description	Examples of Fees	Authority	Responsibility
Category I Fees	System-wide mandatory tuition fees and other fees that must be paid to apply to, enroll in, or attend the university, or to pay the full cost of instruction required of some students by statute.	Includes Tuition Fees, Doctorate Tuition Fee, Professional Program Fees, Application Fee, Nonresident Tuition Fees	The Board of Trustees provides policy guidance for all matters pertaining to student fees and has authority for the establishment, oversight and adjustment of Category I fees.	Board of Trustee of the California State University System: Only the Board of Trustees can add or modify a Category I fee.
Category II Fees	Campus mandatory fees that must be paid to enroll in or attend the university.	Includes other than Category I fees due at registration: Facility Fee; Associated Students Inc; Instructionally Related Activities; University Student Union; Materials Services & Facilities; Health Services; and Student Excellence Fund	The chancellor is delegated authority for the establishment, oversight and adjustment of Category II fees.	Fee Advisory Committee: The fee advisory committee will consider proposals and make a recommendation to the president. President: The president is delegated authority for the oversight and adjustment of Category II fees. The president is responsible for assuring that appropriate and meaningful consultation occurs prior to adjusting any fee or requesting a new Category II fee. The president can adjust Category II fees.
Category III Fees	Fees associated with state-supported courses. Specifically for materials and services used in concert with the basic foundation of an academic course offering.	<ul style="list-style-type: none"> ●Misc. course fees are fees collected for materials, services or use of facilities used in concert with the basic complement of supplies needed for state-supported instruction. May not exceed \$150. ●Fees for courses that require field trips or travel off campus. May not exceed \$3,000. ●Fees exceeding above amounts must be approved by the chancellor. 	<ul style="list-style-type: none"> ●The chancellor is delegated authority for the establishment, oversight and adjustment of Category III fees. ●The president is delegated authority to establish Category III fees at levels established by the chancellor. 	Fee Advisory Committee: The fee advisory committee will consider proposals and make a recommendation to the president. President: The president is delegated authority for the oversight and adjustment of Category III. The president is responsible for assuring that appropriate and meaningful consultation occurs prior to adjusting any fee or requesting a new Category III fee. The president may establish fees within a range established by the chancellor. Chancellor: New fees outside the maximum levels are established by the chancellor per EO.
Category IV Fees	Fees, other than Category II or III fees, paid to receive materials, services, or	Late registration fee, late payment fee, missed deadline fees, chemistry	The president is delegated authority for the establishment,	AVP for Financial Management: The AVP for financial management will consider proposals

	for the use of facilities provided by the university; and fees or deposits to reimburse the university for additional costs resulting from dishonored payments, late submissions or misuse of property or as a security or guarantee	breakage, lost keys, etc. and Enrollment Deposit Fee	oversight and adjustment of Category IV fees.	and make a recommendation to the president. President: The president will make a determination on Category IV fees after consideration of the revenue and expenditure plans associated with the fees, and will notify the fee advisory committee of his or her decision. Fee Advisory Committee: Receives notification after approval by the president.
Category V Fees	Fees paid to self-support programs such as Extended Education, Parking and Housing including materials and services fees, user fees, fines, deposits.		The president is delegated authority for the establishment, oversight and adjustment of Category V fees.	Division VP of the Self-Support Program: The division VP of the self-support program will consider proposals and make a recommendation to the president. President: The president will make a determination on Category V fees after consideration of the revenue and expenditure plans associated with the fees, and will notify the fee advisory committee of his or her decision Fee Advisory Committee: Receives notification after approval by the president.