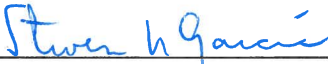


Office of the Vice President for Administrative Affairs

Date: April 10, 2015

cc: Cabinet
Jonna J. Lewis
(all w/ attachments)

To: Darwin Labordo
Associate Vice President for
Finance and Administrative Services
and Associate Chief Financial Officer

From: 

Dr. Steven N. Garcia
Vice President for Administrative Affairs
and Chief Financial Officer

Subject: Sub-Delegation of Authority – EXECUTIVE ORDER NO. 632
Installment Payment Plans

Pursuant to Executive Order No. 632, I am sub-delegating to the Associate Vice President for Finance and Administrative Services, the authority to implement and exercise the provisions of said Executive Order subject to the conditions expressed therein.

(w/attachments)

THE CALIFORNIA STATE UNIVERSITY
Office of the Chancellor
400 Golden Shore
Long Beach, California 90802-4275

(310) 985-2800

Date: March 13, 1995

To: Presidents

From: Barry Munitz
Chancellor

Subject: Installment Payment Plans — Executive Order No. 632

I am transmitting to you a copy of Executive Order No. 632, "Installment Payment Plans." The Executive Order is issued pursuant to recommendations of the CSU Task Force on Installment Payment Plan and trustee resolutions ROR 01-93-02 and RFIN 11-92-13.

In accordance with policy of The California State University, the campus president has the responsibility for implementing Executive Orders where applicable and for maintaining the campus repository and index for all Executive Orders. Questions concerning this delegated process should be directed to Mr. Ron Ashcroft at (310) 985-2900.

BM:rp

Attachment

Distribution: Vice Presidents, Academic Affairs
Vice Presidents, Administration
Vice Presidents, Advancement
Vice Presidents/Dean, Student Affairs
Deans/Directors, Admission and Records
Directors, Educational Opportunity Programs
Directors, Outreach/Relations with Schools
Directors, Financial Aid
Registrars
Chief Financial Officers
Financial Aid Business Officers
Chancellor's Office Staff

THE CALIFORNIA STATE UNIVERSITY
Office of the Chancellor
400 Golden Shore
Long Beach, California 90802-4275

Executive Order No.: 632
Title: Installment Payment Plans
Effective Date: March 13, 1995
Supersedes: No Prior Executive Order

This Executive Order is issued pursuant to Education Code Section 89700.1 and standing orders of the Board of Trustees Chapter III Section 6-n related to the installment payments of state university fees and nonresident tuition.

Authority is hereby delegated to each campus president to implement an installment payment plan for state university fees and nonresident tuition in accordance with the Education Code and standing orders and in accordance with the requirements of this Executive Order:

- A. The administrative fee required by subsection (b) of Section 89700.1 and set by trustee resolution RFIN 11-92-13 at \$33 for each semester and \$22 for each quarter to be charged for the State University Fee Installment Payment Plan and the administrative fee for the Nonresident Tuition Installment Payment Plan of fifteen percent (15%) of each installment shall continue as systemwide maximum amounts which campuses may charge students who choose to use the installment payment method adopted by campuses.
- B. Campuses may impose a fee lower than these amounts if they can meet all the requirements of Education Code Section 89700.1.
- C. Campuses may petition the chancellor for permission to impose temporarily a larger fee than these amounts. Campuses must submit to the chancellor reasons for the request. The reasons must be accompanied by documentation that the request is made with the consultation of student representatives as required by the Education Code.
- D. Campuses must remit the interest due the state as required by Education Code Section 89700.1(c) within 45 days after the close of a semester or quarter. Interest is due on outstanding state university fees and nonresident tuition. Details concerning interest payments will be addressed by a letter issued by the CSU Chancellor's Office Accounting Department.


Barry Munitz, Chancellor

Dated: March 13, 1995