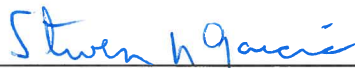


**Office of the Vice President for Administrative Affairs**

**Date:** April 08, 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. 839  
Application Processing/Advising Fee for Teacher Education Credential Programs

Pursuant to Executive Order No. 839, 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



BAKERSFIELD

November 12, 2002

CHANNEL ISLANDS

**MEMORANDUM**

CHICO

DOMINGUEZ HILLS

TO: CSU Presidents

FRESNO

FROM: Charles B. Reed  
Chancellor

FULLERTON

HAYWARD

SUBJECT: Executive Order 839, Application Processing/Advising Fee for Teacher Education Credential Programs

HUMBOLDT

LONG BEACH

Attached is a copy of Executive Order No. 839, which authorizes campuses to establish an Application Processing/Advising Fee for Teacher Education Credential Programs after consideration of the fee by the campus fee advisory committee. The Application Processing/Advising Fee for Teacher Education Credential Programs complements the existing Evaluation for Credential Candidate Fee. Of course, the fee should only be implemented if necessary. Further, the fee is set at a range from \$0 to \$50, and after setting an initial campus fee level, future adjustments should be processed consistent with the CSU Student Fee Policy, Executive Order 740.

LOS ANGELES

MARITIME ACADEMY

MONTEREY BAY

In accordance with policy of the California State University, the campus president has responsibility for implementing executive orders where applicable and for maintaining the campus repository and index for all executive orders.

NORTHRIDGE

POMONA

SACRAMENTO

CBR/bo

SAN BERNARDINO

SAN DIEGO

Attachment

SAN FRANCISCO

cc: Executive Staff, Office of the Chancellor

SAN JOSE

SAN LUIS OBISPO

SAN MARCOS

SONOMA

STANISLAUS

**Executive Order 839**

**THE CALIFORNIA STATE UNIVERSITY  
Office of the Chancellor  
401 Golden Shore  
Long Beach, California 90802-4210  
(562) 951-4700**

**Executive Order:** 839

**Title:** Application Processing/Advising Fee for Teacher Education Credential Programs

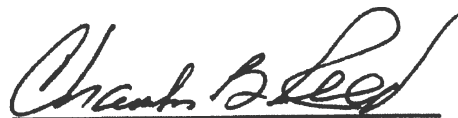
**Effective Date:** November 12, 2002

**Supersedes:** No Prior Executive Order

This Executive Order is issued under the authority granted by Education Code Sections 89035, 89700, Standing Orders of the Board of Trustees, Chapter III, Sections 1, 2 and 6-f-1, and Board of Trustees' Resolution RFIN 03-04-00, and consonant with Executive Order No. 740.

Effective November 12, 2002, after consideration by the campus fee advisory committee, campus presidents are authorized to establish a Category III, Application Processing/Advising Fee for Teacher Education Credential Programs. The Application Processing/Advising Fee for Teacher Education Credential Programs will assist in covering the additional costs required for materials, application processing, and advising students. The fee will complement the existing Evaluation for Credential Candidate Fee that primarily covers the cost of evaluating transcripts for credential candidates. The fee is established at a fee range between \$0 and \$50.

Revenue collected from the Application Processing/Advising Fee for Teacher Education Credential Programs shall be deposited in the State Treasury and credited to the current support appropriation of CSU's budget as required by Section 89724(a).



Charles B. Reed  
Charles B. Reed  
Chancellor

Date: November 12, 2002