


Office of the Vice President for Administrative Affairs

Date: April 3, 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. 863
Enrollment Confirmation Deposit Fee

Pursuant to Executive Order No. 863, 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



May 19, 2003

BAKERSFIELD

CHANNEL ISLANDS

CHICO

DOMINGUEZ HILLS

FRESNO

FULLERTON

HAYWARD

HUMBOLDT

LONG BEACH

LOS ANGELES

MARITIME ACADEMY

MONTEREY BAY

NORTHRIDGE

POMONA

SACRAMENTO

SAN BERNARDINO

SAN DIEGO

SAN FRANCISCO

SAN JOSE

SAN LUIS OBISPO

SAN MARCOS

SONOMA

STANISLAUS

MEMORANDUM

TO: CSU Presidents

FROM: Charles B. Reed
Chancellor

Charles B. Reed

SUBJECT: Executive Order 863, Enrollment Confirmation Deposit Fee

Attached is a copy of Executive Order No. 863, which authorizes campus presidents to establish an Enrollment Confirmation Deposit Fee after consideration of the fee by the campus fee advisory committee. Of course, the fee should only be implemented if necessary. The fee is set at a range from \$0 to \$250, and after setting an initial campus fee level, future adjustments should be processed consistent with the CSU Student Fee Policy, Executive Order 740.

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.

CBR/bo

Attachment

cc: Executive Staff, Office of the Chancellor
CSU Presidents

Executive Order 863

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

Executive Order: 863

Title: Enrollment Confirmation Deposit Fee

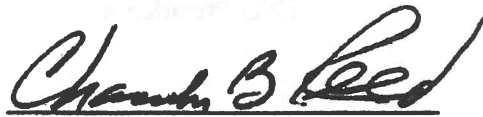
Effective Date: May 19, 2003

Supersedes: No Prior Executive Order

This executive order is issued pursuant to authority granted by Education Code Section 89700, Standing Orders of the Board of Trustees, Chapter III, Section 6-f-1, and Board of Trustees' Resolution RFIN 03-04-00, and consonant with Executive Order Number 740.

Effective May 19, 2003, after consideration by the campus fee advisory committee, campus presidents are authorized to establish a Category IV, Enrollment Confirmation Deposit Fee. The Enrollment Confirmation Deposit Fee is established at a range of \$0 to \$250 and will be held to confirm intention to enroll in a subsequent academic term. Upon the student's registration, the deposit will be transferred to offset a portion of the student's State University Fee. As stated in Title 5, Section 41802 (g), "Fees collected as a security or guarantee shall be refundable as determined by the university based on terms stipulated at the time and in accordance with conditions of their collection." Thus, campus presidents may provide that the fee be used to cover costs associated with failure to enroll or may, in circumstances defined by the campus, be refundable. A lower Enrollment Confirmation Deposit Fee may be set for financial aid recipients.

In accordance with Education Code Section 89724(a), revenues collected from Enrollment Confirmation Deposit Fees shall be deposited in the State Treasury and credited to the General Fund for the support of the university in addition to such other amounts as may be appropriated therefor by the Legislature.



Charles B. Reed
Chancellor

Date: May 19, 2003