Memorandum

Date: November 18, 2014

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

From: J. Michael Ortiz
      President

Subject: Delegation of Authority – EXECUTIVE ORDER NO. 863
         Enrollment Confirmation Deposit Fee

Pursuant to Executive Order No. 863, I am delegating to the Vice President for
Administrative Affairs, the authority to implement and exercise the provisions of
said Executive Order subject to the conditions expressed therein. You may sub-
delegate this authority as you see appropriate.

(w/attachments)

cc: Cabinet
   Darwin Labordo
   Jonna J. Lewis
   (all w/ attachments)
May 19, 2003

MEMORANDUM

TO: CSU Presidents

FROM: Charles B. Reed
Chancellor

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