

FEES, TUITION, REFUNDS, AND HOLDS

Student Financial Services (<http://www.csuchico.edu/sfin/>)
 Student Services Center 230
 530-898-5936
 Email: cash@csuchico.edu
 Director: Gina O'Neal

Fees and Tuition

The CSU makes every effort to keep student costs to a minimum. Tuition and fees listed in published schedules or student accounts may need to be increased when public funding is inadequate. Therefore, CSU reserves the right, even after tuition or fees are initially charged or initial payments are made, to increase or modify any listed tuition or fees. All listed fees, other than mandatory systemwide tuition, are subject to change without notice, until the date when instruction for a particular semester or quarter has begun. All CSU-listed tuition and fees should be regarded as estimates that are subject to change upon approval by the Board of Trustees, the chancellor or the presidents, as appropriate. Changes in mandatory systemwide tuition will be made in accordance with the requirements of the Working Families Student Fee Transparency and Accountability Act (Sections 66028 through 66028.6 of the California Education Code).

Payments Made by Credit Card

Visa, MasterCard, American Express, and Discover credit cards may be used for payment of student tuition and fees but may be subject to a nonrefundable credit card processing fee. Credit cards are accepted online only through our payment processor, Transact, and are subject to a 2.65% service fee.

Application Fee \$70

The nonrefundable application fee is payable online at the time of application via credit card, e-check, or PayPal: \$70. Fees are subject to change without notice.

Payment of Registration and Tuition Fee

You may pay tuition fees in cash, by check, or electronically. For updates on tuition fee information (Schedule of Fees), payment deadlines, and procedures check the Student Financial Services (<https://www.csuchico.edu/sfin/>) website each semester or call 530-898-5936.

Legal residents of California are not charged nonresident tuition for their bachelor's or master's degrees. Application and Semester Tuition Fees are applicable to all students. See also Fee Waivers and Exemptions (p. 7).

Semester Registration and Tuition Fees

You will be charged and liable for registration and tuition fees and nonresident tuition (if applicable) for all classes in which you are enrolled on the first day of classes or subsequently add. You will be able to add and drop classes within the first two weeks of classes without financial penalty as long as you remain enrolled in classes. If you drop all classes or withdraw from the University on or after the first day of classes, you will be liable for part or all registration and tuition fees depending upon

your drop/withdrawal date. Exceptions are granted only for compulsory U.S. military service. (See the *Academic Calendar* for dates and deadlines.)

Registration Tuition Fees Owed when Additional Units Are Requested

After the Registration and Tuition Fee Payment Deadline, you may only register for the total number of units for which you have paid. If you paid for only part-time registration and tuition and want to add to the full-time level, you must pay the additional tuition fees before you add more classes. Go to Student Financial Services-Cashiering to pay additional fees if necessary.

Nonresident Tuition Fee

In addition to the registration tuition fees, nonresident students (U.S. and international) must pay an additional per unit fee for each semester unit or fraction thereof. The tuition must be paid by the end of the second week of the semester to avoid deferred payment plan fees and service charges.

Registration and Tuition Fee Payment Deadline

Registration and tuition fees are payable anytime, but they must be received no later than the published Registration and Tuition Fee Payment Deadline for the term. See the Academic Calendar (<https://www.csuchico.edu/apss/calendar/index.shtml/>) or Student Financial Services (<https://www.csuchico.edu/sfin/>) for current term fee and deadline information.

A \$25 late fee will be assessed if registration and tuition fees have not been paid by the Registration and Tuition Fee Payment Deadline unless you are a financial aid recipient. Financial aid recipients must pay any difference between anticipated aid and registration and tuition fees by the Registration and Tuition Fee Payment Deadline. Any remaining balance must be paid by financial aid disbursement or personal payment no later than the fee payment deadline of the term to avoid a \$25 late fee. If you have not paid fees or have sufficient anticipated financial aid, classes may be dropped prior to the first day of classes.

If you do not plan to attend, you are responsible for dropping classes, including waitlisted classes, and/or withdrawing from the University.

Deferred Payment Plans

The CSU offers two deferred payment plans to assist non-financial aid students. The first plan will defer the tuition fee into three installments for all eligible California resident students who apply, and the second plan will defer nonresident tuition for nonresident students. The first plan has a \$33 nonrefundable service charge; the second plan has a 5% nonrefundable service charge.

Tuition fee deferment contracts must be signed and all nondeferred fees must be received prior to the Registration and Tuition Fee Payment Deadline. Nonresident tuition is due by the second Friday of classes, if any balance is unpaid by this date the student will be automatically placed on the nonresident tuition fee contract and assessed a nonrefundable 5% service charge. To receive additional information or payment contracts, contact Student Financial Services (<https://www.csuchico.edu/sfin/>), SSC 230, or by phone at 530-898-5936.

Financial Aid Students and Payment of Registration and Tuition Fees

You must pay any difference between your anticipated financial aid and registration and tuition fees by the Registration and Tuition Fee Payment Deadline. Any remaining balance will be deferred until your financial aid

disbursement(s). A \$25 late fee may be assessed after the second Friday of the term if your financial aid has not been disbursed, your financial aid disbursement was insufficient to pay your balance in full, or you have not paid your fees yourself. An additional \$20 past due fee may be assessed if payment is not received per billing notification. Students with insufficient anticipated financial aid may have their classes dropped for non-payment.

If you defer payment of registration and tuition fees pending your financial aid disbursement, you are still liable for part or all fees and tuition for all classes in which you were enrolled on or after the first day of classes depending upon the date of your drop/withdrawal, regardless of whether you later receive financial aid or not.

If your financial aid fails to disburse by the following semester's registration appointment, a hold will be placed on your account until your balance for the current (or previous) term is paid in full.

If you do not plan to attend, you are responsible for dropping classes, including waitlisted classes, and/or withdrawing from the university.

Professional & Continuing Education Registration Fees

Fees for courses providing academic credit are listed on the Professional & Continuing Education (<https://rce.csuchico.edu/home/>) website.

Course Fees and Deposits

Course fees and deposits are approved for certain classes that have extraordinary costs for materials or services. The fee amount is listed on the *Class Schedule* for any courses that require a fee. The fee varies by the course requirements. Most courses do not have an additional course fee.

You may pay all registration, course fees, and on-campus housing installments by mail. Please send payments to the following address:

California State University, Chico
Student Financial Services - 0242
940 W 1st Street
Chico, CA 95929

Make your check or money order payable to Chico State. To ensure credit to the proper account, include the following information on your check or money order:

- Print your full legal name
- Chico State student ID number
- Description of what you are paying

Do not mail cash. Payments in amounts greater than actual or anticipated university charges for the semester cannot be processed and will be returned. For information on fee payment methods, see the Payment Methods (<https://www.csuchico.edu/sfin/student-accounts/payment-methods.shtml/>) page of the Student Financial Services website.

Penalty Fees and Assessments

Assessments of varying amounts will be made by appropriate departments for breakage and wastage of materials and equipment.

Fines will be assessed by the library for overdue, lost, or damaged materials.

Other penalty fees:

- Late payment of registration fees \$25.
- Dishonored checks or credit card¹ returned for any reason \$20.
- Past Due Receivable Fee \$20.
- Late (after the sixth week of classes) Add/Drop Form Submission \$10.

¹ A dishonored check or credit card will be considered the same as no payment.

Transcript Fees

Costs associated with ordering official transcripts of your academic record (Chico State permanent record only) and other Student Records (SRO) services are listed below. Fees apply each time transcripts are ordered. Additional service charges may apply when ordering documents online. For further information, call the Office of the Registrar (<https://www.csuchico.edu/registrar/index.shtml/>), 530-898-5142.

Number of Official Chico Transcripts You Request	Amount You Pay
Each Transcript	\$4

Other Documents Service Fees

Unofficial copies of your transcripts are available for pickup only and can be ready within 48 hours at Student Records & Registration, SSC 110, for the following fees (that are applicable each time transcripts are ordered):

Type of Request	Amount You Pay
First unofficial transcript	\$2
Each additional unofficial transcript ordered at the same time	each @ \$2
Application for graduation	\$68
Refiling for graduation	\$8
Replacing a diploma	\$20
Submitting documents after a published deadline (e.g., graduation application, Class Add or Drop Request forms or CR/NC petition)	\$10
Rush Services (e.g., certification of graduation, verification of enrollment, petition to repeat with academic forgiveness, transcripts, etc.)	\$8

Parking Fees

Parking on campus is by permit only. Parking permits are purchased on a semester basis and are valid only for that specific semester. Permits are only sold online through our online parking permit e-market site. For more information regarding fees, refunds, and method of purchase, please refer to the Student Financial Service's parking permits page (<https://www.csuchico.edu/sfin/parking-info/index.shtml/>).

On-campus parking at Chico State is limited. Parking permits are expensive, hard to obtain, and once you have one there is still no guarantee you will be able to find an available space in the lot of your preference. We strongly encourage you to leave your automobile at home and consider using a bicycle or bus to travel back and forth to class.

It is more economical, conserves energy resources, and saves you the frustration of trying to find a parking space.

Procedure for the Establishment or Abolishment of Campus-Based Mandatory Fees

The law governing the California State University provides that specific campus fees defined as mandatory, such as a *student body association fee* and a *student body center fee*, may be established. A *student body association fee* must be established upon a favorable vote of two-thirds of the students voting in an election held for this purpose (Education Code, Section 89300). The university president may adjust the *student body association fee* only after the fee adjustment has been approved by a majority of students voting in a referendum established for that purpose. The required fee shall be subject to referendum at any time upon the presentation of a petition to the university president containing the signatures of 10 percent of the regularly enrolled students at the university. *Student body association fees* support a variety of cultural and recreational programs, childcare centers, and special student support programs. A *student body center fee* must be established upon a favorable vote of two-thirds of the students voting in an election held for this purpose (Education Code, Section 89304). Once bonds are issued, authority to set and adjust *student body center fees* is governed by provisions of the State University Revenue Bond Act of 1947, including, but not limited to, Education Code sections 90012, 90027, and 90068. A *student success fee* may be established or adjusted only after the university undertakes a rigorous consultation process and a fee referendum is held with a simple majority favorable vote (Education Code, Section 89712). The *student success fee* may be rescinded by a majority vote of the students only after six years have elapsed following the vote to implement the fee.

The process to establish and adjust other campus-based mandatory fees requires consideration by the campus fee advisory committee and a consultation or student referendum process as established by California State University Student Tuition and Fee Policy (<https://calstate.policystat.com/policy/11733481/latest/>), Sections III and IV (or any successor policy). The university president may use consultation mechanisms if they determine that a referendum is not the best mechanism to achieve appropriate and meaningful consultation, and referendum is not required by the Education Code or Student Success Fee policy. Results of the referendum and the fee committee review are advisory to the university president. The president may adjust campus-based mandatory fees but must request the chancellor to establish a new mandatory fee. The president shall provide to the campus fee advisory committee a report of all campus-based mandatory fees. The university shall report annually to the chancellor a complete inventory of all campus-based mandatory fees.

For more information or questions, please contact the System Budget Office in the CSU Chancellor's Office at csubudgetoffice@calstate.edu or (562) 951-4560.

Determination of Residency for Tuition Purposes

University requirements for establishing residency for tuition purposes are independent from those of other types of residency, such as for tax purposes, or other state or institutional residency. These regulations were promulgated not to determine whether a student is a resident or nonresident of California, but rather to determine whether a student

should pay university fees on an in-state or out-of-state basis. A resident for tuition purposes is someone who meets the requirements set forth in the Uniform Student Residency Requirements. These laws governing residency for tuition purposes at the California State University are California Education Code sections 68000-68085, 68120-68133, and 89705-89707.5, and California Code of Regulations, Title 5, Subchapter 5, Article 4, sections 41900- 41916. Residency material can be viewed by accessing the California State University website (<https://www.calstate.edu/apply/california-residency-for-tuition-purposes/>).

Each CSU Admissions Office is responsible for determining the residency status of that university's new and returning students based, as applicable, on the student's Application for Admission, Residency Questionnaire, and, as necessary, other information the student furnishes. A student who fails to submit adequate information to establish eligibility for resident classification will be classified as a nonresident.

Residency Requirements

Initial Determination: Eligible Immigration Status, Physical Presence and Intent

A student seeking to pay in-state tuition at a California State University (CSU) as a first-time freshman, transfer, or postbaccalaureate/graduate student must have an eligible immigration status to establish residency (see Eligible Immigration Information (p. 3)), meet physical presence by the Residence Determination Date, and demonstrate intent to indefinitely remain in the State of California for more than one year immediately preceding the Residence Determination Date. If the student is under the age of 19 (with limited exceptions), the student's residence status is derived from that of the parent or from that of the legal guardian.

Requirements for Residency for Tuition Purposes

Physical Presence: The student or parent/guardian must be physically present in California for more than one year immediately preceding the Residence Determination Date on which enrollment is considered. For example, if a student plans to attend the CSU for the fall 2025 academic term, and the Residence Determination Date for that term is September 20, 2025, the student must establish physical presence in California no later than September 19, 2024.

Residency Determination Dates

- **Semester Term CSUs**
- Fall: September 20
- Winter: January 5
- Spring: January 25
- Summer: June 1
- **CalState TEACH**
- Fall: September 20
- Spring: January 5
- Summer: June 1

Eligible Immigration Information

A student seeking to pay in-state tuition at a CSU as a first-time freshman, transfer, or postbaccalaureate/graduate student must have an eligible immigration status (<https://www.calstate.edu/apply/california-residency-for-tuition-purposes/Documents/Immigration-Statuses.pdf>) to establish residency. Therefore, the student must be a United States citizen, a permanent resident (Green Card holder), or hold an eligible visa

status (<https://www.calstate.edu/apply/california-residency-for-tuition-purposes/>).

Students in the category of Deferred Action for Childhood Arrivals (DACA), Humanitarian Parole, or Temporary Protected Status (TPS) are also eligible to establish residency for tuition purposes. Also, students who are adjusting their immigration status, such as asylum, may qualify for residency depending on where they are in the application process.

Most non-immigrant visa holders, such as an F-1 or J-1 visa holder, are not eligible to establish California residency for tuition purposes. Students with a visa or without an immigration status should contact the university Admissions Office.

If a student does not qualify as a California resident, the student may be eligible for certain exceptions and exemptions (<https://www.calstate.edu/apply/california-residency-for-tuition-purposes/Pages/exceptions-exemptions.aspx>), such as California Nonresident Tuition Exemption, commonly known as AB 540. Nonresident students (including U.S. citizens, permanent residents, and undocumented individuals, including students with a T visa U visa, DACA, Humanitarian Parole (certain countries), Special Immigrant Juvenile, asylum, refugee, or Temporary Protected Status) may be exempted from paying nonresident tuition. Students seeking the AB 540 Exemption must satisfy attendance and graduation/transfer requirements from a California school (e.g., K-12, adult school, and community college).

Intent: California law stipulates the burden of proof rests with the student, and merely living in California for a year does not support a claim for residency for tuition purposes. The student, or in some cases a parent or legal guardian, must demonstrate intent to remain indefinitely in the state for more than one year immediately preceding the Residence Determination Date (RDD) and sever all residential ties with the former state or country of residence. If the student is under the age of 19, the student's residence status is derived from that of the parent or legal guardian unless an exception applies. There must be sufficient documentation to demonstrate that intent was established more than one year (a minimum of one year and one day) before the RDD.

Documents must include the student's name, the student's California address, and a date at least one year and one day prior to or on the RDD for the term. For students under the age of 19, documents must be in the parent or legal guardian's name unless an exception applies. Also, a parent or legal guardian's immigration status does not preclude a student from establishing residency; therefore, the parent or legal guardian is not required to provide any immigration documents to demonstrate intent.

Evidence demonstrating intent to remain in the state of California may vary from case to case, but will include, and is not limited to, the absence of residential ties to any other state, California voter registration and voting in California elections, maintaining California vehicle registration and driver's license, maintaining active California bank accounts, filing California income tax returns and listing a California address on federal tax returns, owning residential property or occupying or renting an apartment where permanent belongings are kept, maintaining active memberships in California professional or social organizations, and maintaining a permanent military address and home of record in California. For a complete list of acceptable supporting documents, please visit www.calstate.edu/residency (<http://www.calstate.edu/residency/>) under Intent.

Residency Exceptions and Exemptions

Students not classified as California residents for tuition purposes may qualify for an expectation or an exemption for payment of nonresident

tuition. Exceptions to the general residency requirements are contained in California Education Code sections 68070-68086 and California Code of Regulations, Title 5, Subchapter 5, Article 4, sections 41906-41906.6, 41910. Whether an exception applies to a particular student can only be determined after the submission of an application for admission and, as necessary, additional supporting documentation. Because neither the university nor the Chancellor's Office staff may give legal advice, applicants are strongly urged to review the material for themselves and consult with a legal advisor.

• Semester Term CSUs

- Fall: September 20
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- **CalState TEACH**
- Fall: September 20
- Spring: January 5
- Summer: June 1

Reclassification - Financial Independence (only applies to continuing students)

A student classified as a nonresident for a prior term may seek reclassification in any subsequent term; however, reclassification requires that, in addition to satisfying the requirements of physical presence and intent to remain indefinitely in the state, the student must also satisfy the requirement of financial independence as outlined in Title 5 CCR § 41905.5. To do so, the student must contact the appropriate person in the university Admissions Office and complete a Residency Questionnaire Form and provide supporting documents.

41905.5. Residence Reclassification - Financial Independence Requirement

- Any nonresident student requesting reclassification to resident for tuition purposes must demonstrate financial independence or meet one of the criteria to exclude financial independence from reclassification analysis. A student is considered financially independent if all three requirements are met.
 - Student has not and will not be claimed as an exemption for state and federal tax purposes by his/her parent in the calendar year the reclassification application is made and in any of the three calendar years prior to the reclassification application.
 - Student has not and will not receive more than seven hundred fifty dollars (\$750) per year in financial assistance from their parent in the calendar year the reclassification application is made in any of the three calendar years prior to the reclassification application.
 - Student has not lived and will not live for more than six weeks in the home of their parent during the calendar year the reclassification application is made and in any of the three calendar years prior to the reclassification application.

Note: Students who receive a government scholarship and/or financial assistance should be viewed the same as state and federal financial aid, and athletics grants-in-aid; and should not be counted as parental support.

Effective fall 2020 academic term, if the student meets at least one of the following criteria, the student does not have to meet financial independence requirement. Students must provide the university

admissions office supporting documents (e.g. state income tax returns, court documents, marriage documents, military order form) that demonstrate they meet the criteria.

- Dependent on a parent who has California residence for more than one year immediately preceding the residence determination date;
- Enrolled in a graduate or postbaccalaureate program, regardless of age;
- Turned 24 years of age by the residence determination date;
- Married or registered domestic partner as of the residence determination date;
- Active-duty members serving in the U.S. Armed Forces;
- Veteran of the U.S. Armed Forces;
- Legal dependent other than spouse or registered domestic partner;
- Former ward of the court, foster youth or both parents are deceased;
- Declared by a court to be an emancipated minor; or
- Unaccompanied youth who are homeless or at risk of becoming homeless.

Residency Appeals

A student classified as a nonresident may appeal a final university decision within 30 days of notification by the university. Appeals will be accepted only if at least one of the following criteria applies:

1. The decision were based on:
 - a. A significant error of fact by the university;
 - b. A significant procedural error by the university;
 - c. An incorrect application of the law which, if corrected would require that the student be reclassified as a California resident; and/or
 - d. Significant new information, not previously known or available to the student, became available after the date of the university decision classifying the student as a nonresident and based on the new information, the classification as a nonresident is incorrect.

Instructions to submit an appeal and additional information can be found on the California Residency for Tuition Purposes website (<https://www.calstate.edu/apply/california-residency-for-tuition-purposes/>).

Appeals via email, fax, and U.S. mail will not be accepted. A student with a documented disability who is requesting an accommodation to submit an appeal through the California State University website (<https://www.calstate.edu/>) should contact Strategic Enrollment Management at residencyappeals@calstate.edu.

The Office of the Chancellor will either decide the appeal or send the matter back to the university for further review.

A student incorrectly classified as a resident or incorrectly granted an exception from nonresident tuition is subject to reclassification as a nonresident or withdrawal of the exception and subject to payment of nonresident tuition in arrears. If incorrect classification results from false or concealed facts, the student may also be subject to discipline pursuant to Section 41301 of Title 5 of the California Code of Regulations. A student previously classified as a resident or previously granted an exception is required to immediately notify the Admissions Office if the student has reason to believe that the student no longer qualifies as a resident or no longer meets the criteria for an exception.

Changes may have been made in the rate of nonresident tuition and in the statutes and regulations governing residency for tuition purposes in California between the time this information is published and the relevant residency determination date. Students are urged to review the statutes and regulations stated above.

Average Support Cost Per Full-Time Equivalent Student and Sources of Funds

The total support cost per full-time equivalent student (FTES) includes the expenditures for current operations, including payments made to students in the form of financial aid, and all fully reimbursed programs contained in state appropriations. The average support cost is determined by dividing the total cost by the number of FTES. The total CSU 2024-25 budget amounts were \$5,234,899,000 from state General Fund (GF) appropriations, \$2,614,362,000, from gross tuition revenue, and \$2,614,362,000 from other fee revenues for a total of \$8,601,958,000. The 2024-25 resident FTES target is 290,598 and the nonresident FTES based on past-year actual is 21,362 for a total of 411,960 FTES. The GF appropriation is applicable to resident students only whereas fee revenues are collected from resident and nonresident students. FTES is derived by dividing the total student credit units attempted by a fixed amount depending on academic level (e.g., 30 for a semester university and 45 for a quarter university, the figures that define a full-time undergraduate or postbaccalaureate student's academic load).

2023-2024 Average Cost Data

Area	Amount	Average Cost Per FTES	Percentage
State Appropriation (GF) ¹	\$5,234,899,000	\$13,402	60.9%
Gross Tuition Revenue ²	\$2,614,362,000	\$6,346	30.4%
Other Fees Revenue ²	\$752,697,000	\$1,827	8.7%
Total Support Cost	\$8,601,958,000	\$21,575	100%

¹ Represents state GF appropriation in the Budget Act of 2024-25; GF is divisible by resident students only (390,598 FTES).

² Represents CSU Operating Fund, gross tuition and other fees revenue amounts submitted in university September 2024-25 final budgets. Revenues are divisible by resident and nonresident students (411,960 FTES).

The 2024-25 average support cost per FTES based on GF appropriation and tuition fee revenue only is \$19,748 and is \$21,757, with all fee revenue (e.g., tuition fees, application fees, and campus mandatory fees) in the CSU Operating Fund. Of this amount, the average tuition and other fee revenue per FTES is \$8,173.

The average CSU 2024-25 academic year, resident, undergraduate student basic tuition and other mandatory fees required to apply to, enroll in, or attend the university is \$8,065 (\$6,084 tuition fee plus \$1,981 average campus-based fees). However, the costs paid by individual students will vary depending on the university, program, and whether a student is part-time, full-time, resident, or nonresident.

Refund of Tuition and Mandatory Fees, Including Nonresident Tuition

Regulations governing the refund of mandatory fees, including nonresident tuition, for students enrolling at the California State University are included in Section 41802 of Title 5, California Code of Regulations. For purposes of the refund policy, mandatory fees are defined as those systemwide and university fees that are required to be paid in order to enroll in state-supported academic programs at the California State University.

Refunds of fees and tuition charges for self-support, special session, and extended education programs or courses at the California State University are governed by a separate policy established by the university. Specific information regarding refunds for any non-state-supported fee payments is available from Professional & Continuing Education (<http://rce.csuchico.edu/>), 530-898-6105.

To receive a full refund of tuition and mandatory fees, including nonresident tuition, less an administrative charge established by the university, a student must cancel registration or drop all courses prior to the first day of instruction for the term. Information on procedures and deadlines for canceling registration and dropping classes is available on the Registration Help (<https://www.csuchico.edu/sro/registration/index.shtml/>) webpage and through Student Records and Registration (<https://www.csuchico.edu/sro/index.shtml/>).

For state-supported semesters, quarters, and non-standard terms or courses of four weeks or more, a student who withdraws during the term in accordance with the university's established procedures or drops all courses prior to the university-designated drop period will receive a refund of mandatory fees, including nonresident tuition, based on the portion of the term during which the student was enrolled. No student withdrawing after the 60 percent point in the term will be entitled to a refund of any mandatory fees or nonresident tuition.

A student who, within the university-designated drop period and in accordance with the university procedures, drops units resulting in a lower tuition and/or mandatory fee obligation shall be entitled to a refund of applicable tuition and mandatory fees less an administrative charge established by the university.

For state-supported non-standard terms or courses of less than four weeks, no refunds of mandatory fees and nonresident tuition will be made unless a student cancels registration or drops all classes, in accordance with the university's established procedures and deadlines, prior to the first day of instruction for state-supported non-standard terms or courses or prior to the first meeting for courses of less than four weeks.

Students will also receive a refund of mandatory fees, including nonresident tuition, under the following circumstances:

- The fees were assessed or collected in error;
- The university canceled the course for which the fees were assessed or collected;
- The university makes a delayed decision that the student was not eligible to enroll in the term for which mandatory fees were assessed and collected and the delayed decision was not due to incomplete or inaccurate information provided by the student; or
- The student was activated for compulsory military service.

Students who are not entitled to a refund as described above may petition the university for a refund demonstrating exceptional circumstances and the chief financial officer of the university or designee may authorize a refund if they determine that the fees and tuition were not earned by the university.

Information concerning any aspect of the refund of fees may be obtained from Student Financial Services (<https://www.csuchico.edu/sfin/>).

How to calculate a pro-rated refund:

1. Count the number of calendar days from the first day of classes to the actual withdrawal date.
2. Divide the number of days by 108 (number of days in the semester) and multiply it by registration fees and tuition charged to get your pro-rated fee.
3. Subtract pro-rated fees from fees paid. This will be your refund, less a \$5 administrative charge. If you have not paid your fees because of a financial aid deferral or payment plan, you may still be financially responsible for an unpaid portion of your fees.

Refund of Fees: Financial Credit Refund Policy

The Financial Credit Refund policy complies with the requirements listed in Title V, Section 41802 of the California Code of Regulations.

Once a refund of registration fees or other fees is credited to the student's account, it is treated in the following manner:

1. The credit shall be first applied toward any required return of student financial aid funds that have been received by the student or on their behalf from federal, state, institutional, or external sources that were conditioned on the student's enrollment.
2. Any remaining credit available after item (1) above will be applied to other charges owed to the university.
3. The university will periodically review account credits, and if it deems appropriate will automatically refund credits directly to the student via refund check, electronic deposit (if the student is enrolled), or credit card (if original payment method, and within six months of payment).
4. The student concurs that the balance of any credit after the application of (1) and (2) above shall remain as a credit on the student's account at the discretion of the university. The student may request a refund of the credit, after application of (1) and (2), by contacting Student Financial Services, SSC 230. A processing fee of \$5.00 will be deducted from the refund amount.
5. Credits involving Federal Aid funds will be handled in a manner consistent with the regulations provided by the Federal Student Aid Handbook.

Fees and Debts Owed to the University

Should a student or former student fail to pay a fee or a debt owed to the institution, including tuition and student charges, the institution may "withhold permission to register, to use facilities for which a fee is authorized to be charged, to receive services, materials, food or merchandise or any combination of the above from any person owing a debt" until the debt is paid (see Title 5, California Code of Regulations, Sections 42380 and 42381).

Prospective students who register for courses offered by the university are obligated for the payment of charges and fees associated with

registration for those courses. Failure to cancel registration in any course for an academic term prior to the first day of the academic term gives rise to an obligation to pay student charges and fees including any tuition for the reservation of space in the course.

The institution may withhold permission to register or other services offered by the institution from anyone owing fees or another debt to the institution. The institution may also report the debt to a credit bureau, offset the amount due against any future state tax refunds due the student, refer the debt to an outside collection agency and/or charge the student actual and reasonable collection costs, including reasonable attorney fees if litigation is necessary, in collecting any amount not paid when due.

The institution may not withhold an official transcript of grades by the institution from anyone owing fees or another debt to the institution (see Title 1.6C.7 (commencing with Section 1788.90) Part 4 of Division 3 of the Civil Code). The institution can still charge a fee for the issuance of the transcript pursuant to their published transcript processing fees.

If a person believes they do not owe all or part of an asserted unpaid obligation, that person may contact Student Financial Services. Student Financial Services (<https://www.csuchico.edu/sfin/>), SSC 230, 530-898-5936, will review all pertinent information provided by the person and available to the university and will advise the person of its conclusions.

Registration Holds

A registration hold will prevent you from requesting or adding classes through the Chico State Portal. The Student Center will inform you if you have a registration hold. Placement of holds may be done at any time a university debt or other serious violation occurs. Take care of all registration holds as soon as possible. For a balance-due hold, the university will remove the hold within two working days of payment of all outstanding fees. The Student Center will direct you to the appropriate offices to clear other holds.

Fee Waivers and Exemptions

The California Education Code provides for the waiver of mandatory systemwide tuition fees as follows:

Section 66025.3(a). Dependent eligible to receive assistance under Article 2 of Chapter 4 of Division 4 of the Military and Veterans Code; child of any veteran of the United States military who has a service-connected disability, has been killed in service, or has died of a service-connected disability, and meets specified income provisions; dependent, or surviving spouse who has not remarried of any member of the California National Guard who, in the line of duty, and while in the active service of the state, was killed, died of a disability or permanently disabled as a result of an event that occurred while in the active service of the state, and any undergraduate student who is a recipient of a Medal of Honor, or an undergraduate student who is a child of a recipient of a Medal of Honor who is 27 years of age or younger, who meets the income restriction and California residency requirement.

Section 66025.3(b). Current or former foster youth who is 25 years of age or younger; has been in foster care for at least 12 consecutive months after reaching 10 years of age; meet any of the following: 1) is under a current foster care placement order by the juvenile court. 2) was under a foster care placement order by the juvenile court upon reaching 18 years of age. 3) was adopted, or entered guardianship, from foster care. 4) The current or former foster youth needs to complete and submit the

Free Application for Federal Student Aid (FAFSA), maintain a minimum grade point average and meets other conditions necessary to be in good standing at the university; and meet the financial need requirements established for Cal Grant A awards under Chapter 1.7 (commencing with Section 69430) of Part 42.

The waiver of mandatory systemwide tuition and fees under section 66025.3 shall apply only to a person who is determined to be a resident of California pursuant to Chapter 1 (commencing with Section 68000) of Part 41 of the California Education Code. Total mandatory systemwide tuition or fee waived shall not have in excess of the equivalent of attendance in a four-year undergraduate program.

Section 66602. A qualifying student from the California State University who is appointed by the Governor to serve as Trustee of the California State University for the duration of the student member's term of office.

Section 68120. Surviving spouse or child of a deceased California resident who was employed by a public agency or was a contractor, or an employee of a contractor, performing services for a public agency, or was a firefighter employed by the federal government whose duty assignment involved the performance of firefighting services in this state. The deceased person's principal duties consisted of active law enforcement service or active fire suppression and prevention and was killed in the performance of active law enforcement or active fire suppression and prevention duties (referred to as Alan Pattee Scholarships).

Additionally, a person who qualifies for the waiver under this section as a surviving child of a contractor, or of an employee of a contractor, who performed services for a public agency, must be enrolled as an undergraduate student at the California State University and meet the applicable income restriction requirement with supporting documentation (i.e. student's income, including the value of parent support, does not exceed the maximum household income and asset level for an applicant for a Cal Grant B award).

Section 68120.3. Surviving spouse (until January 1, 2033) or surviving child (until attaining the age of 30) of a deceased California resident who was a licensed physician or licensed nurse employed by or under contract with a health facility regulated and licensed by the State Department of Public Health to provide medical services, or a first responder employed to provide emergency services as described in Section 8562 of the Government Code. The deceased person's principal duties consisted of providing medical services or emergency services during the COVID-19 pandemic state of emergency (started March 4, 2020, until the Governor lifted the state of emergency), and the deceased person died of COVID-19 during the COVID-19 pandemic state of emergency. The person who qualifies for this waiver must enroll as an undergraduate student at a CSU, was a resident of California during the COVID-19 pandemic state of emergency, and the annual income (including the value of parent's support) does not exceed the maximum household income and asset level for an applicant for a Cal Grant A award, as set forth in Section 69432.7.

Section 68121. A qualifying student (until attaining the age of 30) who is the surviving dependent of any individual killed in the September 11, 2001, terrorist attacks on the World Trade Center in New York City, the Pentagon building in Washington, D.C., or the crash of United Airlines Flight 93 in southwestern Pennsylvania, if the student meets the financial need requirements set forth in Government Code Section 69432.7 for the Cal Grant A Program and either the surviving dependent or the individual killed in the attacks was a resident of California on September 11, 2001.

Section 69000. A California resident who has been exonerated, as that term is defined in Section 3007.05 of the Penal Code; completes and submits the FAFSA; and meets the financial need requirements established for Cal Grant A awards. The student's mandatory systemwide tuition and fees waived pursuant to this subdivision shall not have in excess of the equivalent of six years of full-time attendance in an undergraduate program.

Students who may qualify for the above benefits should contact the Admissions/Registrar's Office for further information and/or an eligibility determination.

The California Education Code provides for the following nonresident tuition exemptions as summarized below:

Section 68075. A student who is a member of the Armed Forces of the United States stationed in this state is entitled to resident classification only for the purpose of determining the amount of tuition and fees.

If that member of the Armed Forces of the United States who is in attendance at an institution is thereafter transferred on military orders to a place outside this state where the member continues to serve in the Armed Forces of the United States, the member shall not lose the member's resident classification so long as the member remains continuously enrolled at that institution.

Section 68075.7. A nonresident student is exempt from paying nonresident tuition or any other fee that is exclusively applicable to nonresident students if the student (1) resides in California, (2) meets the definition of "covered individual" as defined in Section 3679(c)(2) of Title 38 of the United States Code, (3) is eligible for education benefits under the federal Montgomery GI Bill—Active Duty program (Chapter 30 [commencing with Section 3001] of Title 38 of the United States Code), the Veterans Readiness and Employment program (Chapter 31 [commencing with Section 3100] of Title 38 of the United States Code), the Post-9/11 GI Bill program (Chapter 33 [commencing with Section 3301] of Title 38 of the United States Code), or the Survivors' and Dependents' Educational Assistance program (Chapter 35 [commencing with Section 3500] of Title 38 of the United States Code), as each read on January 5, 2022.

Section 68122. A student who is a victim of trafficking, domestic violence, and other serious crimes who has been granted a status under Section 1101(a)(15)(T)(i) or (ii), or Section 1101(a)(15)(U)(i) or (ii), of Title 8 of the United States Code shall be exempt from paying nonresident tuition to the same extent as individuals who are admitted to the United States as refugees under Section 1157 of Title 8 of the United States Code.

Section 68130.5. A nonresident student, other than a person excluded from the term "immigrant" for purposes of the federal Immigration and Nationality Act (8 U.S.C. Sec. 1101), pursuant to paragraph (15) of subsection (a) of Section 1101 of Title 8 of the United States Code, shall be exempt from paying nonresident tuition if the student meets the requirements of (1) through (4), below:

1. Satisfaction of the requirements of either subparagraph (A) or subparagraph (B):
 - a. A total attendance of, or attainment of credits earned while in California equivalent to, three or more years of full-time attendance or attainment of credits at any of the following:
 - i. California high schools.
 - ii. California high schools established by the State Board of Education.

- iii. California adult schools established by a county office of education, a unified school district or high school district, or the Department of Corrections and Rehabilitation (subject to the class hours' requirement).
 - iv. Campuses of the California Community Colleges (subject to the credit requirements) or
 - v. A combination of those schools set forth in clauses (i) to (iv), inclusive.
- b. Three or more years of full-time high school coursework, and a total of three or more years of attendance in California elementary schools, California secondary schools, or a combination of both.
2. Satisfaction of any of the following:
 - a. Graduation from a California high school or attainment of the equivalent thereof.
 - b. Attainment of an associate degree from a campus of the California Community College.
 - c. Fulfillment of the minimum transfer requirements established for the California State University for students transferring from a campus of the California Community College.

Registration as an entering student at, or current enrollment at, an accredited institution of higher education in California not earlier than the fall semester or quarter of the 2001–02 academic year.

In the case of a person without lawful immigration status, the filing of an affidavit with the institution of higher education stating that the student has filed an application to legalize the student's immigration status or will file an application as soon as the student is eligible to do so.