

- organizations, student government and cultural programs.
- 2) Counseling: includes the cost of counselor's salaries and clerical support plus operating expenses and equipment.
  - 3) Testing: covers the cost of test officers, psychometrists, clerical support, operating expenses and equipment.
  - 4) Placement: provides career information to students and faculty for academic program planning and employment information to graduates and students.
  - 5) Financial Aids Administration: includes the cost of the counseling and business services provided in connection with the financial aid programs.
  - 6) Health Services: provides health services to students and covers the cost of salaries of Medical Officers and Nurses plus related clerical and technical personnel as well as operating expenses and equipment.
  - 7) Housing: includes the cost of personnel providing housing information and monitoring housing services provided to students.
  - 8) Student Services Administration: covers 50% of the cost of the Dean of Students Office which has responsibility for the overall administration of student services.

Prior to 1975-76 the Student Services fee was known as the Materials and Service fee and not only covered the above expenditures but covered the cost of Instructional and Audio Visual supplies and contractual services. A Task Force recommended that responsibility for financing these expenditures be transferred to the State and that the basis for this fee be more adequately communicated to students and campus staff. It should be noted that the 1975-76 Student Services fee is subject to change by future Board of Trustees action made necessary by budget actions of the Executive and Legislative branches of government.

- \*\* A nonresident student is any person who has not been a bona fide resident of the State of California for more than one year immediately preceding enrollment. The exact determination date may be ascertained by contacting the Admissions/Records Office.
- \*\* In certain instances students may work on campus to earn back the amount of this fee. Application for the work must be made to the Financial Aids Office at least two weeks prior to scheduled registration dates.

## REFUND OF FEES

### REGISTRATION FEES

After a student makes a formal withdrawal from the university through the Student Records Office, a refund of a portion of the *student services fee* may be made if a written application for refund is filed not later than fourteen calendar days after the first day of instruction. A student shall make the application personally; if in the opinion of the administration, he is unable to do so, the parents or guardian of the student who is a minor, or the duly authorized representative of the student who is of the age of majority may make the application. (See *California Administrative Code, Title 5, Section 41802*)

The amount of the refund will be determined by the Business Office by deducting \$10 for registration costs. A full refund may be made to a student who is unable to continue a course, because of a university regulation or compulsory military service, at any time prior to the date he receives any academic credit for any course or courses for which he is registered. The *late registration fee* is not refundable. *There is no refund for a reduction in the student's unit load.*

The same withdrawal and application for refund procedure applies for the *nonresident tuition fee* except that the time limit is different. There may be a refund for reduction in unit load. Within the first week of the session, a full refund may be made for units dropped. For each additional week, the refund diminishes as follows: 90 percent of the fee, the second week; 70 percent the third week; 50 percent, the fourth week; 30 percent, the fifth week; 20 percent, the sixth week; no refund, after the sixth week.

### PARKING FEES

A student is entitled to a refund of parking fees in the amount shown in the following schedule if on any one calendar day within the applicable period he files with the Business Office a written application for refund and returns all documents issued to him by the university which evidence his right to use the parking facility including any parking permit, stickers, and decal so issued. If the decal is attached to a vehicle and the vehicle is presented to the university for removal of the attached item by or under the direction of the State, such presentation and removal shall constitute return of the attached item.

Beginning with the first day of instruction, 75 percent of the parking space fee is refunded if application is made as indicated above within 1-30 calendar days; 50 percent, within 31-60 calendar days; 25 percent, within 61-90 calendar days; no refund, 91 days to end of semester.

(For refund of fees during summer sessions consult the Business Office.)