

In order to receive a full refund of mandatory fees (less an administrative charge established by the campus), including nonresident tuition, 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 in the Schedule of Classes.

For state-supported semesters, quarters, and non-standard terms or courses of four (4) 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 campus-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 campus designated drop period and in accordance with the campus 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 campus.

For state-supported non-standard terms or courses of less than four (4) 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 (4) 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 course for which the fees were assessed or collected was cancelled by the university;
- 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 he or she determines that the fees and tuition were not earned by the university.

Information concerning any aspect of the refund of fees may be obtained from Accounting Services, 559.278.2876.

**Tuition and Fee Decrease by Dropping from 7 or More Units to 6 or Fewer Units.** Students who drop some but not all units resulting in a lower tuition and/or mandatory fee obligation during the first 10 days of instruction shall be eligible for a refund of the difference in fees.

As specified by Title V of the Education Code, and the Board of Trustees of the CSU, late tuition and other fees are not refundable.

## Health Service Fee

The health service fee is required of all regularly enrolled students, regardless of the class level or the number of units enrolled. Fee waiver students, or students who will be physically absent from the campus for the entire semester (such as a study abroad semester), or students who will be taking classes only at sites 50 miles or more from campus, may apply for a refund in accordance with the refund procedures established by Student Financial Services. Refunds will only be made for fees paid within the current academic year. The Health Center will adjudicate the requests based upon records of usage; any use of the Health Center during the semester, or, for continuing students, during the summer or winter break prior to the semester, will preclude a refund. Students who receive a refund but later wish to avail themselves of health services will be charged a sum equivalent to the mandatory fee at the time of their first visit. Use of the Health Center will preclude a refund of the \$98 mandatory fee.

## Application Fees

Application fees shall be refunded only upon satisfactory proof that the applicant was unable to begin the term with respect to which application was made by reason of his or her death, physical disability, or compulsory military service (Title 5, Section 41802).