



HUMAN RESOURCES
MANAGEMENT

Fee Waiver Application Procedures

Employees desiring to participate in the Career Development or Job-Related program are responsible for completing and submitting all required forms to Payroll Services and Benefits Office according to the deadlines established. All required forms are available in Payroll Services and Benefits Office. An employee wishing to take courses at another CSU campus, must complete the fee waiver forms, and submit to Payroll Services and Benefits Office noting which campus they will be attending. You must notify Payroll Services and Benefits Office in writing, if there are any changes in schedule of classes.

The following forms are required for.

Career Development:

CSU Admissions Application (www2.calstate.edu/apply)
Career Development Form
Faculty & Staff Fee Waiver Form*

Work Related:

CSU Admissions Application (www2.calstate.edu/apply)
Faculty & Staff Fee Waiver Form*
(Position Description must be reviewed by Fee Waiver Coordinator to determine eligibility)

*You must attach a copy of a Modified Work Schedule if any changes are being made to your assigned work schedule.