

§ 41802. Refund of Fees Including Nonresident Tuition.

5 CA ADC § 41802 BARCLAYS OFFICIAL CALIFORNIA CODE OF REGULATIONS

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Title 5. Education

Division 5. Board of Trustees of the California State Universities

Chapter 1. California State University

Subchapter 5. Administration

Article 3. Fees

5 CCR § 41802

§ 41802. Refund of Fees Including Nonresident Tuition.

(a) General. Money collected as a mandatory fee or nonresident tuition may be refunded in accordance with the provisions of this section.

(b) Cancellation of Registration. A student who registers for classes for an academic period and who drops all classes or otherwise cancels registration for the period prior to the first day of instruction for that period shall be entitled to a refund of all tuition and mandatory fees paid less an administrative charge established by the campus.

(c) Adjustment of Registration. 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.

(d) Withdrawals.

(1) For state-supported semesters, quarters and non-standard terms or courses of four (4) weeks or more: A student who, on or after the first day of instruction and up to a date that includes the sixty percent point in the academic period, either

(A) drops all of the courses in which the student enrolled prior to the end of the campus-designated drop period, or

(B) officially withdraws for the enrollment period in accordance with university procedures, shall be entitled to a refund of tuition and mandatory fees on the basis of the proportion represented by the number of days in the academic period, excluding breaks of five days or more. A student who officially withdraws from the university after the sixty percent point in the academic period, fails to drop classes prior to the end of the campus drop period, or fails to officially withdraw from the campus, shall not be entitled to any refund of tuition or mandatory fees.

(2) For state-supported, non-standard terms or courses of less than four (4) weeks: a student registered for a state-supported, academic period or any course of less than four (4) weeks in duration shall not be entitled to any refund of tuition and mandatory fees if the student fails to either drop the courses or cancel registration prior to the first day of instruction for state-supported, non-standard terms or the first scheduled meeting of a state-supported course of less than four weeks that occurs during a regular semester or quarter.

(3) For self-support, special sessions and extension course tuition fees: Refunds of tuition and fee charges for self-support, special sessions and extension courses shall be made in accordance with policies and procedures established by the campus offering the session or course.

(e) Exceptions. Notwithstanding subdivision (d):

- (1) Tuition and mandatory fees shall be refunded and an administrative charge may not be retained if
- (A) The tuition and mandatory fees were assessed or collected in error;
 - (B) The course for which the tuition and mandatory fees were assessed or collected was cancelled by the university;
 - (C) 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
 - (D) The student was activated for compulsory military service.
- (2) Tuition and mandatory fees may be refunded if the student or an authorized representative petitions the university for a refund demonstrating exceptional circumstances and the chief financial officer of the university or designee makes a determination that the tuition and mandatory fees have not been earned by the university.
- (f) Payment of Refunds: Any refund of tuition and mandatory fees shall be applied in the following order:
- (1) Any refunds shall first be applied toward any required return of funds that had been received by the student or on his/her behalf from federal, state, institutional, or external sources that were conditioned on the student's enrollment.
 - (2) The balance of any refunds shall be returned to the student or, with the student's concurrence, carried as a credit balance on the student's account with the university.
- (g) Penalty Fees, Deposits, and Security or Guaranty Fees. Fees assessed to reimburse the university for additional costs resulting from dishonored payments, late submissions, or misuse of property are not subject to refund. 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.
- (h) "Mandatory fees," as used in this section, means systemwide fees and campus fees that are required to be paid in order to enroll in state-supported academic programs.
- (i) Since the change arises in the middle of an academic year, campuses may refund fees including nonresident tuition fees following the former refund standards during a transition period that shall end with the commencement of the Fall term 2002.

Note: Authority cited: Sections 68051, 89030 and 89700, Education Code. Reference: Sections 68051 and 89700, Education Code.

HISTORY

1. Amendment filed 10-1-76 as an emergency; effective upon filing (Register 76, No. 40). For prior history, see Register 76, No. 6.
 2. Certificate of Compliance filed 1-10-77 (Register 77, No. 3).
 3. Amendment of NOTE filed 4-29-77; effective thirtieth day thereafter (Register 77, No. 18).
 4. Amendment filed 7-27-78; effective thirtieth day thereafter (Register 78, No. 30).
 5. Amendment of NOTE filed 9-20-82; effective thirtieth day thereafter (Register 82, No. 39).
 6. Amendment of subsection (e)(8)(A) filed 11-29-88; operative 12-29-88 (Register 88, No. 51).
 7. Amendment of section heading, section and Note filed 12-14-2001; operative 12-14-2001.
- Submitted to OAL for printing only pursuant to Education Code section 89030.1 (Register 2002, No. 8).

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