

**California State University, Bakersfield  
Office of Human Resources**

**CSU DEPENDENT FEE WAIVER GUIDELINES**

**General Information About the Program and Enrollment --**

Eligible employees (see CSU Fee Waiver Guidelines for Employees) may transfer their fee waiver benefit to a spouse, dependent child or domestic partner (dependent) as noted in the eligibility table below. Employees in excluded classifications (E99) are not eligible to transfer the fee waiver benefit to a dependent. Fee waiver eligibility may be transferred to only one (1) person at a time, regardless of whether that individual uses the full entitlement of 2 courses or 6 units.

The dependent must be *matriculating toward a degree* and the course or courses enrolled in on a fee-waiver basis *must be for credit toward completion of that degree*. Classes leading to the attainment of a teaching credential qualify for a waiver of fees. A dependent must maintain normal academic standards to continue participating in the fee waiver program.

Campus administration must determine that space is available in a particular class before accommodating a dependent that wishes to enroll in the class on a fee waiver basis. In order to implement this provision, a campus may limit a dependent's access to priority or advance registration (excludes CSUEU dependents).

**Using the Waiver Certificate --** Eligible dependents may enroll using fee waiver at any CSU campus.

**Dependent Eligibility --** A spouse, dependent child, or domestic partner\* may receive the fee waiver entitlement, subject to each CSU campus' standard admission and registration policies and procedures.

*“Dependent Child” is defined as (1) your child or stepchild under age 23\* who has never been married; (2) a child living with you in a parent-child relationship who is economically dependent upon you, under age 23\*, and has never been married; (3) your child or stepchild age 23\* or above who is incapable of self-support due to a disability which existed prior to age 23\*. \*(CSUEU dependents up to age 25, all other restrictions apply)*

*“Domestic Partner” is eligible for the fee waiver benefit if the domestic partnership is registered through the Secretary of State’s designation process. \*(Unit 8 employees cannot transfer to a domestic partner)*

**Amount of Waiver --** The waiver is restricted to two courses or 6 units whichever is greater. The waiver cannot be split between two dependents (e.g. two dependents receive 1 course or 3 units, each). If both parents are eligible employees, their separate entitlements may be given to two eligible dependent children, or be combined and given to one eligible dependent child who would be eligible to enroll in up to 4 courses or 12 units of fee waiver eligibility.

**In-State Residency --** A spouse, dependent child, or domestic partner who does not meet established in-state residency requirements, and who does not qualify for classification as residents in accord with Section 41910 (*California Code of Regulations*) will be responsible for paying non-resident *tuition* charges based upon the total number of units in which they are enrolled.

**Tax Issues --** The Internal Revenue Code governs the taxation of employer-provided training and educational assistance, including fee waivers and reductions. All graduate level coursework taken by an employee's spouse, dependent child or domestic partner will be reported as taxable income. All undergraduate level coursework taken by an employee's domestic partner will also be considered taxable income.

**Duplicate Degree Tuition --**The Office of General Counsel has determined that duplicate degree tuition cannot be waived for dependents. If the dependent has earned a degree equivalent to or higher than the degree to be awarded by the program in which he or she is currently enrolled, duplicate degree tuition will be collected.

**\*State University Fee** for dependents is waived only with respect to the two classes or 6 units taken on a fee waiver basis. A dependent taking CSU courses in addition to fee waiver courses shall pay the difference between the part-time State University Fee and the full-time State University Fee.

In accord with the Education Code, the Student Body Association Fee cannot be waived for reduced for a spouse/domestic partner/dependent child, even if a collective bargaining agreement states otherwise. All other fees not mentioned in this guide will be assessed at the regular rate.

**DEPENDENT ELIGIBILITY AND FEE REDUCTION SCHEDULE**

<b>Employee Category</b>	<b>Eligible Dependents for Fee Waiver Transfer</b>	<b>Fees Fully Waived for Eligible Dependents</b>	<b>Fees Reduced to \$1.00 for Eligible Dependents</b>
Unit 1 (Physicians) Unit 3 (Faculty) Unit 6 (Skilled Trades) C99 (Confidential) M80 (MPP) M98 (Executives)	Spouse Dependent Child Domestic Partner	Application Fee Identification Card Fee Instructionally Related Activity Fee Health Services Fee State University Fee*	Student Body Center/Student Union Fee Health Facilities Fee
Units 2,5,7,9 (CSUEU)	Spouse Dependent Child Domestic Partner	Application Fee Identification Card Fee State University Fee*	
Unit 4 (Academic Professionals)	Spouse Dependent Child Domestic Partner	Application Fee Identification Card Fee State University Fee*	
Unit 8 (Public Safety)	Spouse Dependent Child	Application Fee Identification Card Fee Instructionally Related Activity Fee Health Services Fee State University Fee*	Student Body Center/Student Union Fee Health Facilities Fee

**Sample Computations:** (using CSUB 2006/07 Undergraduate Fee Schedule) - Fees subject to change each quarter.

**State University Fee (SUF)**

6.0 units or less (part-time) .....	= \$488.00
6.1 units or more (full-time) .....	= \$840.00
The difference between full SUF and amount waived ....	= \$352.00

**The following examples apply only to units 1,3,6,8, and MPP, Executive, C99 and E99 employees:**

**Example 1** – The dependent is enrolled in two courses or 6 units whichever is greater. The entire State University fee for those units is waived and the dependent pays \$89.00 in fees.

**Example 2** – The dependent enrolls in two courses and wishes to take a third class. If the total units exceed 6 the employee pays the SUF difference (\$352.00) plus \$89.00 for a total of \$441.00 in fees.

**The following examples apply to units 2,5,7,9 (CSUEU) and unit 4 (APC) employees:**

**Example 1** – The dependent is enrolled in two courses or 6 units, whichever is greater. The entire State University Fee for those units is waived and the dependent pays \$285.00 in fees.

**Example 2** – The dependent enrolls in two courses and wishes to take a third class. If the total units exceed 6 the employee pays the SUF difference (\$352.00) plus \$285.00 for a total of \$637.00 in fees