

# Fee Waiver & Reduction for Spring 2025

For Faculty, Staff and Managers

## Priority Processing Deadline: Wednesday, December 18, 2024

The Fee Waiver Program is a benefit available to eligible Faculty, Staff, and Managers within the CSU system. This program allows employees or one eligible dependent to enroll in CSU state-funded courses at a reduced rate at any of the 23 CSU campuses. The Fee Waiver & Reduction application can be found on the [Human Resources website](#). Additional details regarding eligible fees, residency requirements, and taxation are also available on the [CSU Fresno Human Resources website](#).

Please note: Courses offered through Continuing and Global Education, Open University, or Extended Education do not qualify for the Fee Waiver Program. Hourly employees (intermittent, emergency hires) are not eligible for this benefit.

### Important Dates

<p>Wednesday, December 18, 2024</p>	<p><b>Priority Processing Deadline for Fee Waiver Applications</b> For Employees and Dependents Attending Fresno State: Submit the Fee Waiver &amp; Reduction Application for Spring 2025 by 5:00 p.m. on Wednesday, December 18, 2024, to ensure the waiver/reduction is applied before the payment deadline.</p> <p><b>For Employees and Dependents Attending Another CSU Campus:</b> Verify any deadlines with the campus you or your dependent will be attending. The Fee Waiver &amp; Reduction Application must be submitted to the Fresno State Human Resources office at least one week before the deadline set by the attending CSU campus. Human Resources will review and forward your application to the applicable CSU campus.</p>
<p>December 19, 2024 – February 13, 2025</p>	<p>Applications received after December 18, 2024, but no later than February 13, 2025 (Census day/deadline for add/drop), may take up to 30-40 days to be processed. Students are responsible for ensuring timely payment of any tuition and fees not covered by the waiver. If the waiver is applied after December 18, 2024, students must pay any remaining balance on time.</p> <p>Add/drop deadlines can be found on the <a href="#">Admissions and Records website</a>.</p>
<p>Monday, January 13, 2025</p>	<p><b>Payment Due Date and Student Account Balance</b> Employees or dependents enrolled in courses for Spring 2025 must regularly check their student account and ensure that any balance due by Monday, January 13, 2025, is paid to avoid having classes dropped due to non-payment.</p> <p>Students are responsible for paying any tuition and fees not waived. If there is an overpayment after the Fee Waiver is applied, it will appear as a credit and be automatically refunded or applied to existing charges by Student Accounting. For questions, please contact Student Accounts at 559.278.2876 or email <a href="mailto:student_financial_services@listserv.csufresno.edu">student_financial_services@listserv.csufresno.edu</a>.</p>

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### Submitting Your Fee Waiver Application

Please submit the following documents along with your completed Fee Waiver & Reduction Application:

- If applying for a dependent who is not currently on your Fresno State medical/dental plan, include proof of relationship documents (e.g., birth certificate or marriage license).

### Fee Waiver Coordinator Contact Info

**Last names A – L: Debra Penner | [dpenner@mail.fresnostate.edu](mailto:dpenner@mail.fresnostate.edu) | 559.278.4657**

**Last names M – Z: Magdalen 'Rosie' Ricca | [magdalen@mail.fresnostate.edu](mailto:magdalen@mail.fresnostate.edu) | 559.278.7178**

### Refund of the CSU Admission Application Fee

Reimbursement for the CSU Admission Application Fee is available only once. Please contact the appropriate admissions office:

**Undergrad Admissions call 559.278.2261**

**Grad Admissions call 559.278.4073**

For additional information, visit the [Accounting Services website](#).