

TUITION FEE WAIVER APPLICATION AND OPTIMIZE

We are excited to announce that starting November 17, 2025, the Tuition Fee Waiver application will be available in Optimize, the new CSU system-wide platform designed to make submitting and managing Tuition Fee Waiver requests easier for you and your eligible dependents.

Getting Started:

- Visit <https://optimize.calstate.edu/ec> and select your campus to access the Optimize Employee Center.
- **IMPORTANT:** Please note that even though the link to Optimize is live, we are not accepting waivers until November 17, 2025.
- Watch a **Video** with step-by-step instructions
 - [How to submit a Dependent Fee Waiver](#)
 - How to submit a Staff/Faculty Fee Waiver - Coming Soon
 - How to approve a Staff/Faculty Fee Waiver - Coming Soon
- Follow a Step-by-Step **guide** for [Requesting a Tuition Fee Waiver](#)

Spring 2026 Important Deadlines:

- Priority processing deadline: **Monday, December 22, 2025**
- Census & final deadline for Fee Waiver submission: **February 13, 2026**
- **Waivers received after the census date will not initially be accepted and are subject to denial.**

Resources:

- Training and/or office hours will be offered in the future. A follow-up communication will be sent out when training has been scheduled.

Questions? [Tuition Fee Waiver Frequently Asked Questions \(FAQs\)](#)

With this new platform, you will benefit from:

- The ability to submit requests electronically and track application status in real time
- Streamlined handling of requests involving dependents or multiple campuses

If you have any questions, please contact your appropriate Fee Waiver Coordinator noted below:
Fee Waiver Coordinator:

Last Names A – L: Debra Penner | 559-278-4657 | dpenner@csufresno.edu

Last Names M – Z: Esmeralda Cruz | 559-278-5014 | escruz@csufresno.edu

Human Resources

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Fee Waiver & Reduction for Spring 2026

Fee Waiver Submission Deadline Monday, December 22, 2025

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.

December 22, 2025	Priority Processing Deadline for Fee Waiver Applications For Employees and Dependents Attending Fresno State: Submit the Fee Waiver & Reduction Application for Spring 2026 by 5:00 p.m. on Monday, December 22, 2025, to ensure the waiver/reduction is applied before the payment deadline. For Employees and Dependents Attending Another CSU Campus: Verify any deadlines with the campus you or your dependent will be attending. The Fee Waiver & 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.
December 23 – January 11, 2026	Fee Waivers received after December 23, 2025, but no later than January 11, 2026, may take up to 30-40 days to be processed. Students are responsible for ensuring the timely payment of any tuition and fees not covered by the waiver. If the waiver is applied after December 23, 2025, students must pay any remaining balance on time.
January 12, 2026	Payment Due Date and Student Account Balance Employees or dependents enrolled in courses for Spring 2026 must regularly check their student account and ensure that any balance due by Monday, January 12, 2026, is paid to avoid having classes dropped due to non-payment. 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.
February 13, 2026 Census Date	Fee Waivers received on or after February 13, 2026 will not be initially accepted. Waivers received on or after Census Date are subject to committee review for approval or denial.