

Policy Statement:

Category IV Student Fees Charged in Relation to State-supported instruction

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The California Education Code empowers the CSU Board of Trustees to charge fees to students for materials and services to cover costs that are in addition to state-supported instruction. State-supported instruction includes instructional programs funded with a combination of student tuition, mandatory registration fees, and legislative appropriations of state tax revenues. CSU policy refers to any added fees as "Category IV Fees." This policy addresses Category IV Fees charged in connection with any university instructional program.

No state-supported course, curriculum, or degree program may be in any way contingent on revenues from Category IV Fees and all Category IV Fees must be optional to the student. Category IV Fees may be charged solely to provide an optional enhancement to instruction. If an activity or material that is funded by a Category IV Fee is utilized for a grade in relation to academic credit, the student must be offered an alternative that does not require payment of a Category IV instructional fee.

The following are guidelines for the applicability and implementation of Category IV Fees:

Category IV Fees may be used for:

- Consumables – Ink, paper, materials, etc.
- Routine maintenance including technical labor
- Labor for the supervision and assistance with equipment or facilities

Category IV Fees may not be used for:

- To cover the acquisition costs or major repair of university equipment
- To cover the acquisition, construction, modification, or maintenance of university facilities
- To fund student clubs, membership and registration fees to professional organizations, faculty research, and professional development
- To cover any instructional costs that would normally be funded with state-supported instruction (inclusive of tuition, mandatory registration fees, and state appropriations for support of the CSU) including changes in pedagogy in response to technological advances and standards requiring updated course material and/or equipment to deliver relevant instruction. An example may be the evolution in media instruction from analog to digital formats

Implementation:

- All monies will be deposited with the state cashier with a corresponding budget augmentation to the department's operating budget
- A receipt will be provided to the student as proof of payment
- The student will present the receipt to the college or department which will be responsible for implementing controlled access to equipment and facilities supported by the Category IV Fee
- Residual funds will carry-forward and may be used in support of on-going operations supported by the fee