



HUMAN RESOURCES
MANAGEMENT

Fee Waiver Program Information

Class Restriction

Classes offered through Dominguez Hills during the normal Spring, Summer and Fall academic semesters are honored under the Fee Waiver Program. Fees may be waived during winter sessions at California State Universities offering a winter class schedule. Fees associated with Online or Extended Education classes are not waived under any circumstances, regardless of the campus attended. All classes must be taken for grades or credit/no credit. Employees are not permitted to audit any classes taken through this program. If you are eligible to participate in the Fee Waiver Program and would like to take courses at another CSU campus, you must follow their Fee Waiver deadlines and procedures.

Transfer of Fee Waiver

Eligible employees may transfer their fee waiver benefit to a spouse, dependent child or domestic partner, as noted in the below table. Please note that the following criteria are to be followed:

1. A dependent child is defined in the same manner as the term is used for other CSU benefit programs, namely: (a) your child or stepchild under age 23 who has never been married; (b) a child living with you in a parent-child relationship who is economically dependent upon you, under age 23 and has never been married; or (c) your child or stepchild age 23 or above who is incapable of self-support due to a disability which existed prior to age 23.
2. The spouse, domestic partner or dependent child must be matriculated toward a degree or the attainment of a teaching credential in the CSU and the course(s) enrolled in on a fee waiver basis must be for credit toward completion of that degree or teaching credential.
3. Campus administration must determine that space is available in the particular course offering before accommodating a spouse, domestic partner or dependent child who wishes to enroll in the course on a fee waiver basis.
4. The dependent fee waiver applies only to certain *fees* incurred by California residents. Thus, spouses, domestic partners and dependent children who do not meet established in-state residency requirements (and who do not qualify for classification as residents in accord with the provisions of Title 5, 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.
5. In accord with the Education Code, the Student Body Association Fee cannot be waived or reduced for a spouse/domestic partner/dependent child, even if a CBA states otherwise. A spouse/domestic partner/dependent child taking courses in addition to the fee waiver courses shall pay any difference in fees. All other fees shall be at the regular rates.

Dependent Fee Waiver

EMPLOYEE CATEGORY	ELIGIBLE DEPENDENTS FOR FEE WAIVER TRANSFER	FEES FULLY WAIVED FOR ELIGIBLE DEPENDENTS	FEES REDUCED TO \$1.00 FOR ELIGIBLE DEPENDENTS
Unit 1 (Physicians) Units 2, 5, 7, 9 (CSUEU) 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 Fee/ Student Union Fee Health Facilities Fee
Unit 4 (Academic Professionals)	Spouse Dependent Child Domestic Partner	Application Fee Identification Card Fee Instructionally Related Activity Fee State University Fee*	Student Body Center Fee/ Student Union Fee Health Facilities 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 Fee/Student Union Fee Health Facilities Fee
Unit 10 (IUOE) E99 (Excluded)	N/A	N/A	N/A

*May be fully waived for a maximum of two (2) courses or six (6) units, whichever is greater, per term.

6. Fee waiver eligibility may be transferred to only one person at a time, regardless of whether that individual uses the full entitlement of 2 courses or 6 units.
7. If both parents are employees eligible to transfer their fee waiver benefit to a dependent child, each employee may transfer the benefit. Therefore, it is possible for one child to receive both benefits and be eligible to enroll in up to 4 courses or 12 units, whichever is greater, on a fee waiver basis. Alternatively, each employee could transfer his or her benefit to a different child, and each child would be entitled to up to 2 courses or 6 units of fee waiver eligibility.
8. Normal academic standards must be maintained by the spouse/domestic partner/dependent child in order to continue participating in the fee waiver program.
9. An employee who wishes to transfer his or her fee waiver benefit to a spouse, domestic partner or dependent child should be asked to formally transfer the benefit and certify that the individual using the benefit is in fact a spouse, domestic partner or dependent child.
10. Eligible spouses, domestic partners and dependent children may enroll using fee waiver at any CSU campus. This aspect of the program may require coordination between campuses. To provide adequate controls on the spouse/domestic partner/dependent child fee waiver process, the campus of employment must provide the campus where the spouse/domestic partner/dependent child will enroll with the following information: verification of the eligible employee's qualifying employment, verification that the employee will not be using the fee waiver benefit during the semester/quarter at issue, and verification that no other family member has been previously certified as eligible to use the employee's fee waiver benefit during the semester/quarter at issue.