

Student Academic Services,  
Academic and Student Affairs  
401 Golden Shore, 6th Floor  
Long Beach, CA 90802-4210  
www.calstate.edu

Eric G. Forbes

Assistant Vice Chancellor  
(562) 951-4744  
eforbes@calstate.edu

**MEMORANDUM**

**Code: AA-2015-17**

***Amends Code: AA-2015-15***

**Date:** November 2, 2015

**To:** CSU Presidents

**From:** Eric G. Forbes   
Assistant Vice Chancellor

**Subject: Revised Coded Memo - Policy Clarification: Non-Resident Tuition Fee Waivers and Reductions**

Questions have been raised recently regarding the granting of tuition fee waivers and reductions of non-resident tuition fees to non-resident students outside of student exchange programs. As a brief reminder, the non-resident tuition fee may be waived or discounted only as permitted in California Education Code. Broadly, the allowable tuition fee waivers may be granted to two categories of students: (1) those in international and domestic student exchange programs; and (2) degree-seeking non-resident students who are not part of a recognized exchange program. The second category has distinct requirements for undergraduate and graduate students, as specified below.

**Category 1: International and Domestic Students In Exchange Programs**

California Education Code allows for the exchange of students between the CSU and international and domestic out-of-state universities. International exchanges are governed by [Education Code Section 89705](#) and [Executive Order 1081](#). Domestic non-resident exchanges are governed by [Education Code Section 68124](#). Both exchange programs envision an exchange whereby the CSU sends students to study in another setting while the CSU receives students from a partner institution. There is no limit on the number of tuition fee waivers a campus may grant for domestic or international exchange students; however, the campus must maintain a balance in the number of incoming and outgoing students.

**Category 2: Degree-Seeking Undergraduate and Graduate, Non-Resident Students Outside Exchange Programs**

***Undergraduates***

Governed by [Education Code Section 89706](#), fee waivers or tuition fee reductions for matriculated *undergraduate* degree-seeking students are available only to non-resident undergraduate students who are citizens and residents of foreign countries; they are not available

to non-resident *domestic* undergraduate students. Eligible matriculated non-resident undergraduate degree-seeking international students (1) must provide evidence of: (a) a demonstrable financial need and (b) exceptional scholastic ability and prior scholastic achievement; and (2) must enroll in at least 10 quarter or semester units each term. **Importantly, student athletes shall not be granted these waivers based solely upon athletic ability or athlete status;** however, such a student athlete who otherwise meets the scholastic requirements of Section 89706 may be granted a tuition fee waiver or tuition fee reduction independent of athletic skills or athlete status.

The number of waivers granted by the campus under this provision shall at no time exceed 7.5% of the undergraduate students at the campus who are citizens and residents of foreign countries.

### ***Graduate Students***

[Education Code Section 89707](#) allows non-resident tuition fee waivers or tuition fee reductions to be granted to non-resident *graduate* students (foreign and domestic). The graduate student must provide evidence of: (a) demonstrable financial need, and (b) exceptional scholastic ability and prior scholastic achievement. Graduate students receiving these waivers must be either enrolled in at least 10 quarter or semester units per term, or be employed by the CSU for 20 hours or more a week, but less than full time.

The number of reductions and waivers granted by the campus under this section shall at no time exceed 25% of the non-resident graduate students, including non-resident graduate students who are citizens and residents of a foreign country and are enrolled in the California State University.

### ***Existing Student Commitments***

Campuses currently providing non-resident tuition fee waivers or tuition fee reductions to domestic (non-international) students or to non-resident international students based solely on characteristics other than scholastic abilities or record as described above, shall cease this practice for new, non-qualified students; but campuses shall honor existing commitments for the fall 2016 term and thereafter until all current commitments to students have been met.

For additional information or clarification, please contact Eric Forbes, Assistant Vice Chancellor for Student Academic Services, at (562) 951-4744 or [eforbes@calstate.edu](mailto:eforbes@calstate.edu).

- c: Dr. Loren J. Blanchard, Executive Vice Chancellor, Academic and Student Affairs
- CSU Provosts/Vice Presidents for Academic Affairs
- CSU Vice Presidents for Student Affairs
- Chief Administrators/Business Officers
- Directors of Admissions and Records
- State University Registrars