November 12, 2002

MEMORANDUM

TO:   CSU Presidents
FROM: Charles B. Reed
       Chancellor

SUBJECT: Executive Order 839, Application Processing/Advising Fee for Teacher Education Credential Programs

Attached is a copy of Executive Order No. 839, which authorizes campuses to establish an Application Processing/Advising Fee for Teacher Education Credential Programs after consideration of the fee by the campus fee advisory committee. The Application Processing/Advising Fee for Teacher Education Credential Programs complements the existing Evaluation for Credential Candidate Fee. Of course, the fee should only be implemented if necessary. Further, the fee is set at a range from $0 to $50, and after setting an initial campus fee level, future adjustments should be processed consistent with the CSU Student Fee Policy, Executive Order 740.

In accordance with policy of the California State University, the campus president has responsibility for implementing executive orders where applicable and for maintaining the campus repository and index for all executive orders.

CBR/bo

Attachment

cc: Executive Staff, Office of the Chancellor
THE CALIFORNIA STATE UNIVERSITY
Office of the Chancellor
401 Golden Shore
Long Beach, California 90802-4210
(562) 951-4700

Executive Order 839

Title: Application Processing/Advising Fee for Teacher Education Credential Programs

Effective Date: November 12, 2002

Supersedes: No Prior Executive Order

This Executive Order is issued under the authority granted by Education Code Sections 89035, 89700, Standing Orders of the Board of Trustees, Chapter III, Sections 1, 2 and 6-f-1, and Board of Trustees' Resolution RFIN 03-04-00, and consonant with Executive Order No. 740.

Effective November 12, 2002, after consideration by the campus fee advisory committee, campus presidents are authorized to establish a Category III, Application Processing/Advising Fee for Teacher Education Credential Programs. The Application Processing/Advising Fee for Teacher Education Credential Programs will assist in covering the additional costs required for materials, application processing, and advising students. The fee will complement the existing Evaluation for Credential Candidate Fee that primarily covers the cost of evaluating transcripts for credential candidates. The fee is established at a fee range between $0 and $50.

Revenue collected from the Application Processing/Advising Fee for Teacher Education Credential Programs shall be deposited in the State Treasury and credited to the current support appropriation of CSU's budget as required by Section 89724(a).

Charles B. Reed
Chancellor

Date: November 12, 2002