



Faculty Dependent Fee Waiver Form

California State University, Fullerton

Faculty Information

Faculty's Name	Faculty SSN	Faculty CWID	Time Base (Full or Part-Time)
College	Department	Faculty Status	Office Extension

Spouse/Domestic Partner/Dependent Information

Student's Name	Student's SSN	Birth Date	Home Phone #
Relationship to Faculty	Time Base	Campus of Enrollment	Degree Program
Semester/Quarter	Academic Year	New or Continuing Student	Student's *CWID

Request Reimbursement of Application Fee

I understand that if this is a graduate or doctorate level class I may be taxed on the benefit amount on a semester basis (see page 2 of form for further detail.) _____ (initial here)

I wish to transfer my fee waiver eligibility as provided in the Collective Bargaining Agreement to my spouse, domestic partner or dependent child listed above. I understand this transfer prohibits my personal use of fee waiver benefits during the period indicated. I certify the information listed above is complete and accurate, and that the participant noted above is my legal spouse, registered domestic partner or dependent child (as that term is defined below). (Social security number is required of those who wish to participate in the Unit 3 Faculty Dependent Fee Waiver Program. The number will be used as a common identifier for course enrollment and related purposes. Authority for such use is contained in Title 5 of the California Code of Regulations.)

Faculty's Signature

Date

Verification of Eligibility

I certify that the faculty member noted above is eligible for the Faculty Fee Waiver Program. He/She is a tenured/probationary faculty member or a temporary faculty member with a three (3) year appointment pursuant to Article 12 of the Collective Bargaining Agreement.

Chair's Signature/Date

Dean's Signature/Date

*Forward form to Faculty Affairs and Records office, MH 128 for RTP Analyst signature and processing

The faculty member noted above is eligible to participate in the Faculty Fee Waiver Program and thus may transfer fee waiver eligibility to a spouse, domestic partner or dependent child. The faculty member noted above has not transferred his/her fee waiver eligibility to any other dependent for the period noted above.

Rita Page, RTP Analyst
Faculty Fee Waiver Program
Telephone: 657-278-3705

Date

NOTE:

Dependent child is defined as (1) your child or stepchild under age 23 who has never been married; (2) a child living with you in a parent-child relationship who is economically dependent upon you, under age 23, and has never been married; (3) your child or stepchild age 23 or above who is incapable of self-support due to a disability which existed prior to age 23.

*CWID – Campus Wide Identification Number issued by CSUF

Tax Information

Welcome to the Faculty Fee Waiver Program. **If you are using the fee waiver benefit for your dependent in the graduate or EDD program or are utilizing the fee waiver for yourself through the EDD program and it is not directly related to your CSUF faculty position, you are required by the Federal Government to pay taxes on this benefit.**

The taxes will be withheld from your pay warrants based on the semester you are utilizing the benefits.

Summer- The September pay warrant- received October 1st
Fall- The October pay warrant- received November 1st
Spring- The March pay warrant- received April 1st

Please note that the **tax is a flat rate of nearly 38% of the benefit amount** which can be sizable when taking into account the high cost of courses, most notably the EDD program, which is over \$5000 per semester. The tax on this program can **come to over \$2000 per semester (typically two semesters per year)** and is deducted in a single pay warrant each semester as stated above.

Semester	Fee Waiver	Census Date	Payroll Period Impacted	Taxable Imputed Income Balance Taxed Approx. 38% tax rate	Notes
Spring	\$5,056	Feb 17 th	April	\$0	No taxable balance as IRC § 127 allows graduate courses to be tax free up to \$5,250.
Summer	\$4,887	Aug 5th	Oct	\$4,693/approx. \$1800.	Taxable balance reduced by IRC § 127 carry forward balance of \$194 (\$5,250-\$5,056).
Fall	\$5,543	Sept 19th	Nov	\$5,543/approx. \$2200	No IRC § 127 carry forward available.

It is best to be prepared for these taxes. CSUF is not authorized to bill you. The taxes must come out of your pay warrant.

It is advised that you contact your tax accountant or specialist regarding these taxes.

Link to Technical letter from the Office of the Chancellor summarizing current information about the program:
<http://www.calstate.edu/HRAdm/pdf2008/TL-BEN2008-15.pdf>

**CSU FEE WAIVER AND REDUCTION PROGRAM
 IRS TAX GUIDELINES**

Who is taking the course?	Is the course job related or for a degree?	What level is the course?	To maximize tax-free treatment of benefits, all three IRC sections may be utilized under the CSU Fee Waiver and Reduction Program.		
			IRC Section 117(d)	IRC Section 127	IRC Section 132(d)
Employee	Yes	Undergraduate	Nontaxable	Nontaxable up to an annual amount of \$5,250	Nontaxable if job-related
		Graduate	Taxable unless employee is a research assistant engaged in teaching or research activities.	Nontaxable up to an annual amount of \$5,250*	Nontaxable if job-related
	No	Undergraduate	Nontaxable	Nontaxable up to an annual amount of \$5,250.	Taxable
		Graduate	Taxable unless employee is a research assistant engaged in teaching or research activities.	Nontaxable up to an annual amount of \$5,250 *	Taxable
Spouse or Dependent Child	Must be for a degree/ teaching credential.	Undergraduate	Nontaxable	Taxable	Taxable
		Graduate	Taxable	Taxable	Taxable
Domestic Partner	Must be for a degree/ teaching credential.	Undergraduate	Taxable	Taxable	Taxable
		Graduate	Taxable	Taxable	Taxable

* Prior to 1/1/02, graduate courses were taxable under IRC Section 127. The federal law called the Economic Growth and Tax Relief Reconciliation Act of 2001 (EGTRRA) changed IRC 127 to allow graduate courses to be tax free up to the \$5,250 annual limit.