

JUL 23 2018

Fee Category: Category IV (Misc. campus fees) Category V (Self support program fees)

In accordance with the provisions of the California State University (CSU) Executive Order 1102, the President is delegated the authority for the establishment, oversight and adjustment of Category IV and V fees. To facilitate this process, please provide the information requested below.

Required documents for submission of proposal:

- Part 1 - Fee Request Form for appropriate fee category, signed by Requestor, Dean/Director and the divisional Vice President
- Part 2 - Fee Request Narrative
- Part 3 - Financial Data Sheet

I.	Request to:	<input checked="" type="checkbox"/> ESTABLISH a Campus Fee	<input type="checkbox"/> ADJUST a Campus Fee
II.	Fee Type: (Check each applicable box)	<input checked="" type="checkbox"/> Student Fee	<input type="checkbox"/> Non-Student Fee
III.	Name of Fee:	SDRC Psycho-Educational Evaluation Services	
IV.	Current Fee: \$ 0	per	
	Proposed Fee: \$ 25.00	per	referred student
V.	Proposed Effective Date: 8/20/18		

Routing Order:

1. Submitted by:	Francis J. DeMatteo, Ed.D., NCSP <small>Dept. Representative Name</small>	<i>Francis DeMatteo</i> <small>Signature</small>	7/23/18 <small>Date</small>	4047 <small>Phone</small>
2. Approved by:	Manohar Singh, Ph.D. <small>Dean / Director Name</small>	<i>M Singh</i> <small>Signature</small>		396 <small>Phone</small>
3. Approved by:	Alexander Enyedi, Ph.D. <small>Vice President Name</small>	<i>Alexander Enyedi</i> <small>Signature</small>	10/2/18 <small>Date</small>	3722 <small>Phone</small>
4. Reviewed By:	Sandra Wieckowski <small>Manager, Student Financial Services</small>	<i>Sandra Wieckowski</i> <small>Signature</small>	10/4/18 <small>Date</small>	826-4937 <small>Phone</small>
5. Approved By:	Lisa A. Rossbacher <small>President</small>	<i>Lisa A Rossbacher</i> <small>Signature</small>	10-5-18 <small>Date</small>	x 3311 <small>Phone</small>

Fee Approved Fee Denied

Comments from the President (if needed):

Additional comments from other reviewers:

6. Form with President's signature sent to Manager, Student Financial Services.

For questions regarding fees proposal, call Sandra Wieckowski, 826-4937.

1. Clearly list all assumptions used when creating this proposal.

Access to psycho-educational evaluation services for HSU students seeking accommodations in the learning environment is limited and extremely costly. As part of their required coursework and under direct supervision of faculty, school psychology graduate students will complete comprehensive psycho-educational evaluations for these HSU students referred through the Student Disability Resource Center. The student user fee is to cover the cost of consumables that will be used during the psycho-educational evaluation process.

2. Clearly state the expenditures that will be funded by this proposed revenue source.

Each psycho-educational evaluation will require the use of consumables. The fee will help to replenish these consumables.

3. Clearly state the reason(s) why this fee or fee increase is necessary (include references to executive orders, CA law, etc.)

Every year a number of students leave HSU because they're unable to function academically. Often students have received help in the past and want a "fresh start" or they have gone their whole life without proper diagnosis. Given our rural, under-served community, students who arrive without proper diagnosis will struggle to get it while here even if they want it. As a side note, psycho-educational evaluations by private practitioners typically cost \$1200 or more. Many students will leave before getting help as a result. By providing access to more on-campus services, this project will directly assist in the retention and success of at-risk students in need of accommodations in the educational environment. The collaboration will also provide a valuable training opportunity for graduate students in the school psychology program, and promote continued collaboration between academic and student affairs. With these benefits, this student user fee is necessary to purchase the consumables that will be used during the psycho-educational evaluation process.

4. Clearly articulate why the level of fee proposed is the appropriate amount to charge.

At minimum, students referred for psycho-educational evaluation services will be individually assessed in the cognitive, academic, visual-motor, and social-emotional domains. Twenty five dollars is the average amount of the total cost for the consumables used in all domains.

5. Time line Information:

SDRC Psycho-Educational Evaluation Services will follow the academic calendar and offer services during the fall and spring semesters. The service will begin at the beginning of the fall 2018 semester.

