



**Student Fee Advisory Committee**

October 27, 2023 @ 9am

BH-249

1. **Welcome**  
Beth Lesen, Chair
2. **Approval of Agenda**
3. **Graduate Enrollment Deposit Fee**  
Dr. Dina Perrone  
Associate Dean, Graduate Studies
4. **Adjournment**



## Category IV - Request To Establish A New Fee

### General Information

**Department / College** Graduate Studies (Dept ID: 00070)

**Division** AA

**Fee Name** Graduate Enrollment Deposit

**Purpose of the Fee** To effectively admit applicants and manage enrollments

**Detailed Fee Description** With increased interest in graduate programs, the enrollment deposit allows additional options for the campus to admit applicants, increase yield, effectively manage enrollments.

**Effective Date** Fall 2024

### Contact Information

**Name** Dina Perrone

**Contact** Phone: 51134, Email: dina.perrone@csulb.edu

### Request Status

**Date Requested** 9/26/23

**Request ID** 473

**Account Number** 501112

**Fund Code**

**Status** In Review (Bursar)

**Calculation of Fee Level**

Personnel Services Cost

Min (Year 1) Max (Year 2)

Salaries and Wages

Temporary Help Cost

Student Assistants Cost

Staff Benefits Cost

Other Personnel Services Cost 43,750 43,750

Supplies and Services

Tangible Consumable  
Materials

Services

Insurance

Rentals

Other Supplies and Services 50,000 50,000

Other Costs

Any Other Costs

Description

Total Costs (A) \$ 93750 \$ 93750

Number of Students/Year (B) 625 625

Calculated Cost per Student (C) = A / B \$ 150 \$ 150

Recommended Fee \$ 150

**Authorization to Submit Request**

Division VP/Appropriate Admin. Karyn Scissum Gunn, Provost and Senior Vice President

Signature:  Date: 9/26/23

Division AVP/College Dean Jody Cormack, Vice Provost and Dean, Graduate Studies

Signature:  Date: 9/26/2023

Department Chair/Manager Dina Perrone, Associate Dean, Graduate Studies

Signature:  Date: 9/26/2023

ASM Mariane Hata

Signature:  Date: 9/26/2023

Please contact us at [sfac@csulb.edu](mailto:sfac@csulb.edu) if you have any additional questions.



## 2024 CSULB Graduate Enrollment Deposit

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## 2024 CSULB Graduate Enrollment Deposit

### The CSULB Enrollment Deposit

The enrollment deposit is a key indicator as to whether an admitted applicant plans to enroll, permitting effective enrollment management. Applicants admitted to CSULB’s undergraduate programs who accept their offer of admissions must pay a nonrefundable \$150 enrollment deposit. This deposit is waived for those who receive a Federal Student Aid Report or a CA DREAM Act Application designating an Expected Family Contribution (EFC) of \$0.00 or are a candidate for an Athletic Scholarship. If they enroll, the enrollment deposit is applied to the cost of attendance. Currently, CSULB does not require those who are admitted to a graduate program and accept their offer of admissions to pay the enrollment deposit.

### The Graduate Enrollment Deposit Around the CSU

As of 2023, 13\* of the 23 CSU campuses require a nonrefundable enrollment deposit for graduate applicants who intend to enroll (see Figure 1). The graduate enrollment deposit among those 13 campuses ranges from \$100 to \$500, with a median of \$200 (see Figure 2). The CSU Chancellor’s Office (C.O.) allows a maximum enrollment deposit of \$250 for graduate students (see 2003 EO 863). Two CSUs (San Diego State and Maritime), have higher amounts listed on websites, as they roll additional fees into their deposits.

Figure 1: CSUs Require Grad Enrollment Deposit

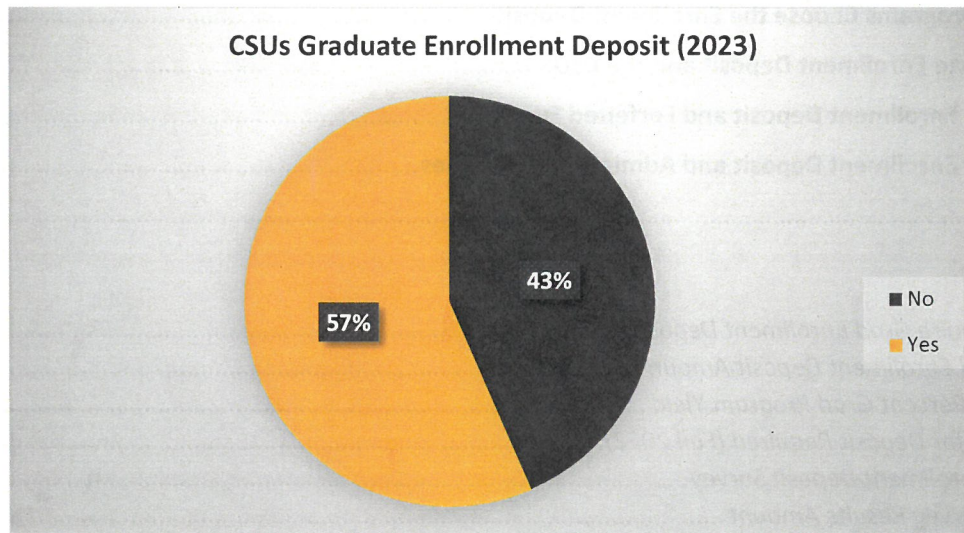
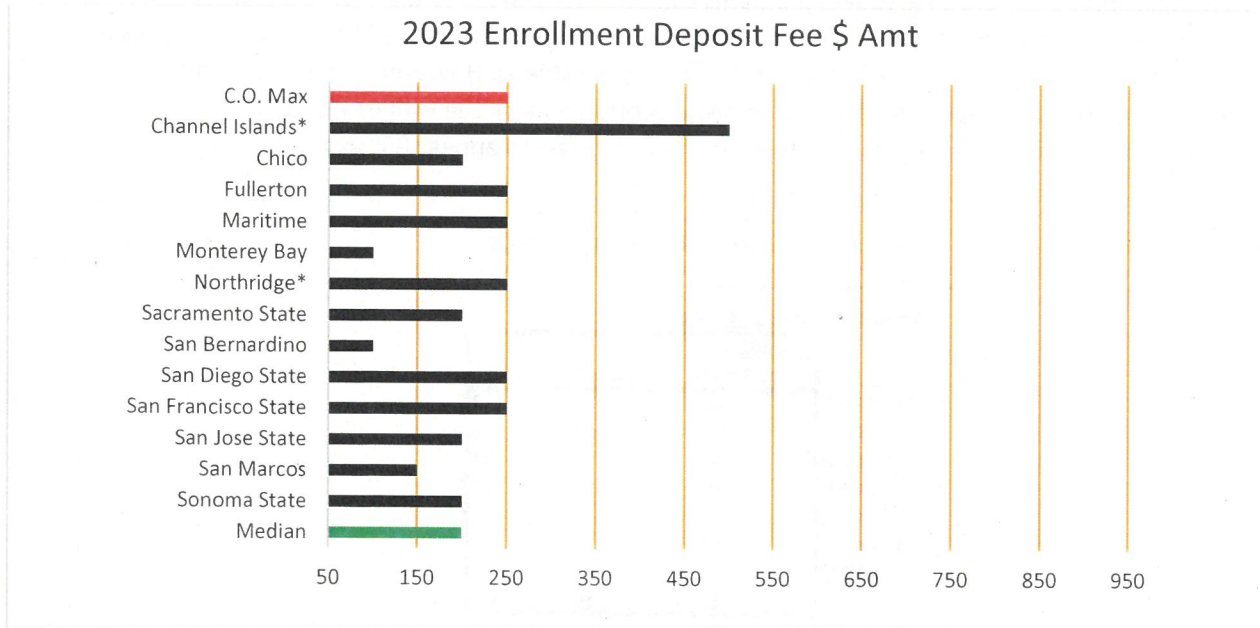




Figure 2: CSU Grad Enrollment Deposit Amount 2023

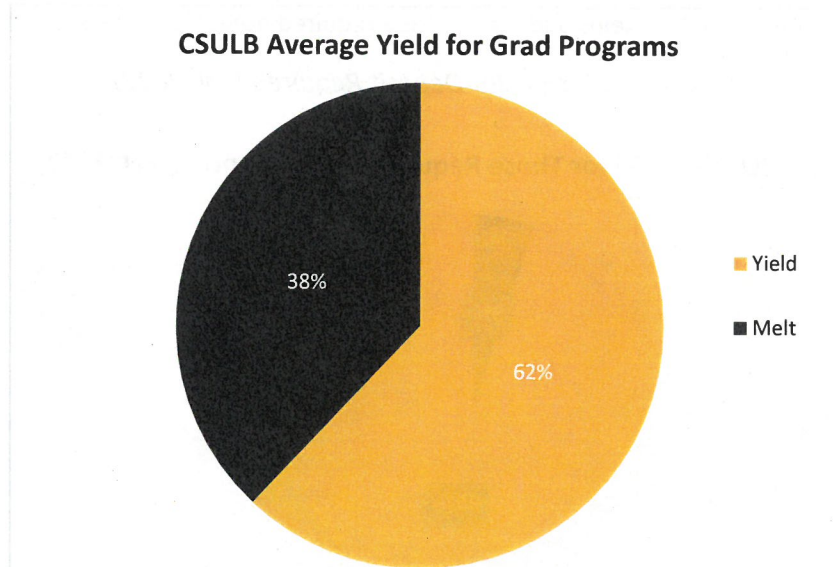


\*Note: The enrollment deposit is only required for select programs at Northridge and the extension programs at Channel Islands.

### CSULB and the Graduate Enrollment Deposit: Why now?

Over the past three years, many CSULB's graduate programs have seen an increase in their number of applications. However, on average, CSULB admissions data indicate that 38% of those graduate applicants who are admitted do not enroll (i.e., the melt; see Figure 3). To capitalize on this growth of interest and increase yield, Graduate Studies has collaborated with Admissions to provide additional options for Graduate Programs to admit applicants and effectively manage enrollments. Three such options are (1) implementing the waitlist option, (2) allowing applicants to select an alternate program of interest, and (3) requiring admitted applicants to accept or decline their offer of admissions.

Figure 3: Average Percent Grad Program Yield



Up until Fall 2022, CSULB graduate programs were unable to waitlist applicants; applicants were either admitted or denied. By waitlisting applicants, CSULB graduate programs can offer admissions to those on the waitlist when an admitted applicant declines their admissions offer. For the Fall 2022 admissions cycle, 242 graduate applicants were waitlisted; 80 of whom were admitted; and 67 of whom enrolled (see Table 1). However, in Fall 2022, admitted graduate applicants were not required to accept or decline the admissions offer, making the waitlist less useful. Programs did not definitively know if the admitted applicant planned to enroll, causing seats to appear full and applicants to remain on waitlists.

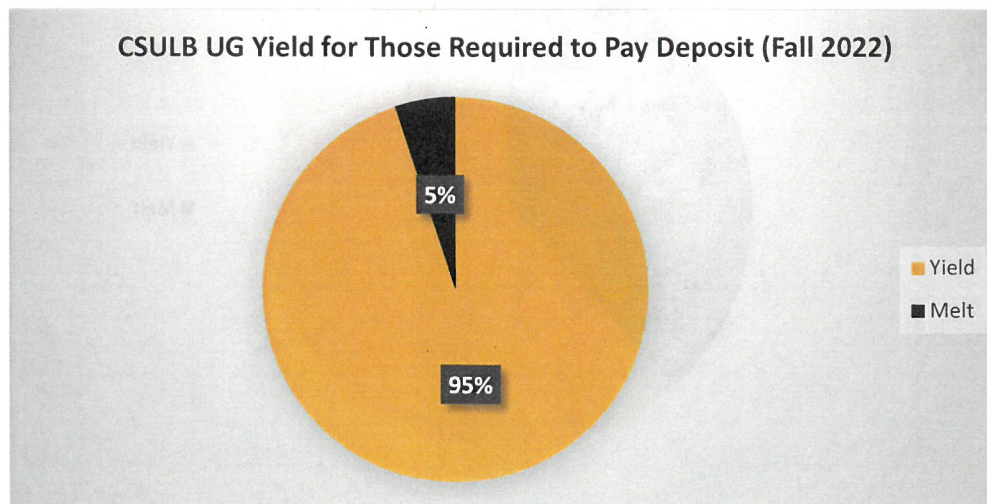
Table 1: Fall 2022 Waitlist by College

Waitlist Program by College			
College	Fall 2022		
	Applicants	Admits	Enrolled
15 - CHHS	46	6	3
28 - COLA	14	10	8
41 - COB	53	12	11
50 - COED	119	52	45
52 - COE	-	-	-
55 - COTA	10	-	-
65 - CNSM	-	-	-
<b>Total</b>	<b>242</b>	<b>80</b>	<b>67</b>

Graduate Studies hypothesizes that more programs would have used the waitlist and programs would be able to admit more applicants on the waitlist, if those who were admitted were required to accept or decline their offer of admissions. For the Fall 2023 admissions cycle, admitted graduate applicants are required to accept or decline their offer of admissions by a program-selected date (May 1 or August 1). Currently, graduate admitted applicants are not required to also pay the enrollment deposit that is imposed on undergraduate admitted applicants. Many graduate advisors indicated that an enrollment deposit should be required to ensure the commitment to enroll. And, undergraduate data show this to be the case. With a deposit, admitted applicants are more likely to enroll, increasing the yield.

In Fall 2022, only about 5% of those admitted to undergraduate programs accepted their offer of admission and paid their enrollment deposit did *not* enroll at CSULB (see Figure 4). Thus, CSULB experienced a greater yield among those undergraduates who paid the deposit (i.e., approximately 95% enrolled). Graduate Studies and Admissions anticipate graduate programs to experience similar yields and melts with a required nonrefundable \$150 enrollment deposit.

Figure 4: UG Yield for Deposit Required (Fall 2022)

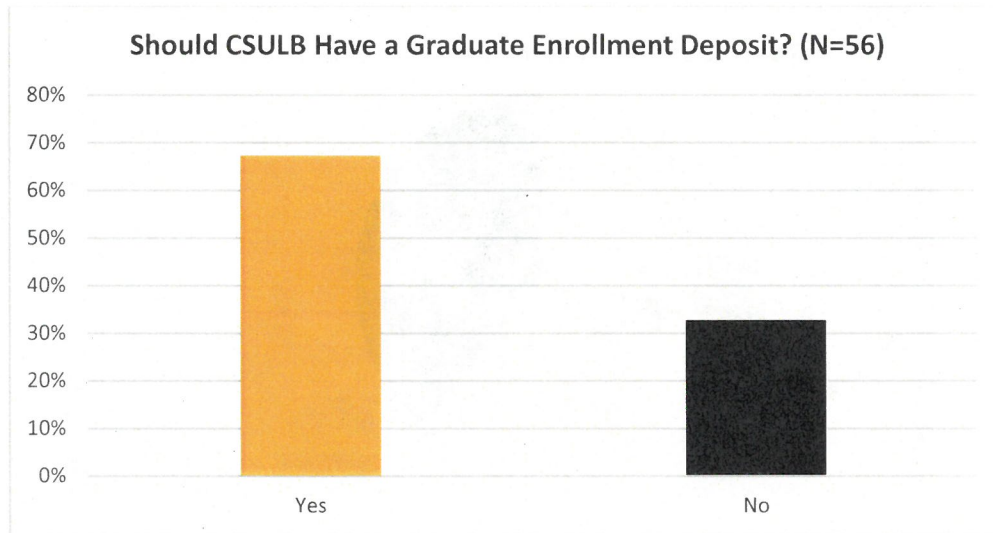




### CSULB Graduate Programs Choose the Enrollment Deposit

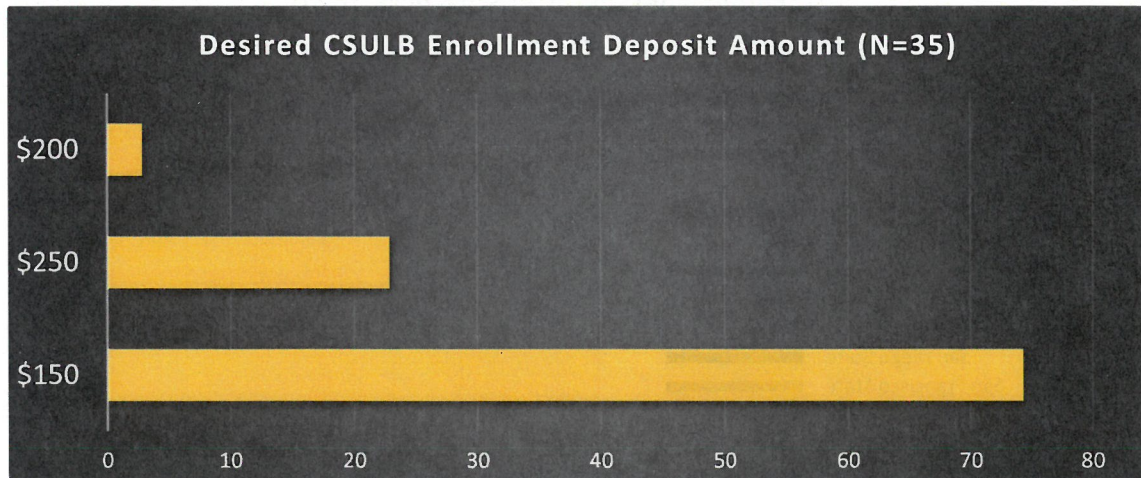
In Spring 2023, Graduate Studies administered a survey to CSULB Graduate Advisors, Directors, Coordinators, and Associate Deans querying if those applicants who are accepting their offer of admissions to a CSULB graduate program should pay a nonrefundable enrollment deposit. Of the 56 respondents, 35 (67%) thought those admitted to a CSULB graduate program should pay a nonrefundable enrollment deposit (see Figure 5). The enrollment deposit would be waived for those who filed a FAFSA or a CA DREAM application and have a \$0.00 EFC or are a candidate for an Athletic Scholarship. The enrollment deposit would then be applied to the cost of attendance, once they enroll.

Figure 5: CSULB Enrollment Deposit Survey



Of those 35 respondents, the majority (26 respondents; 75%) selected a \$150 nonrefundable enrollment deposit (see Figure 6), matching that of our CSULB undergraduate students and CSU San Marcos. Eight selected \$200, which would align CSULB with Sonoma State, San Jose State, and CSU Sacramento. Only one respondent thought CSULB should require the maximum \$250 deposit like Fullerton, Maritime, Northridge, San Francisco, and San Diego State.

Figure 6: CSULB Survey Results Amount

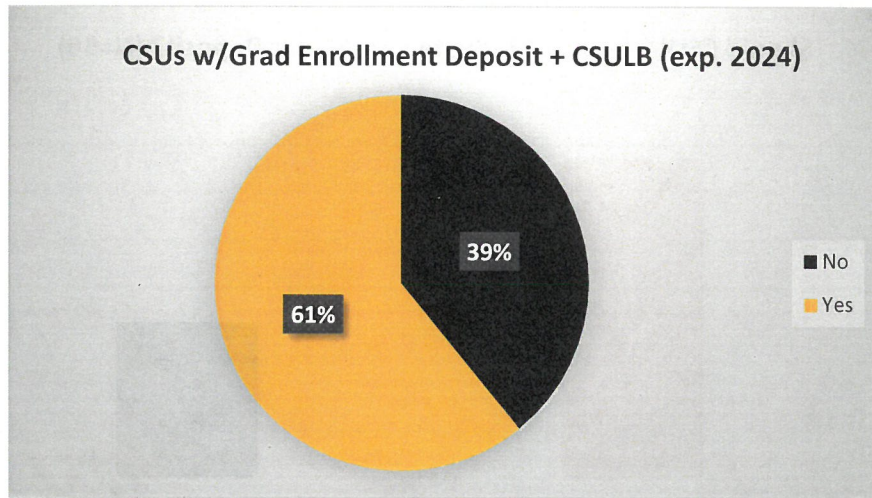




### The CSULB Graduate Enrollment Deposit and the CSU

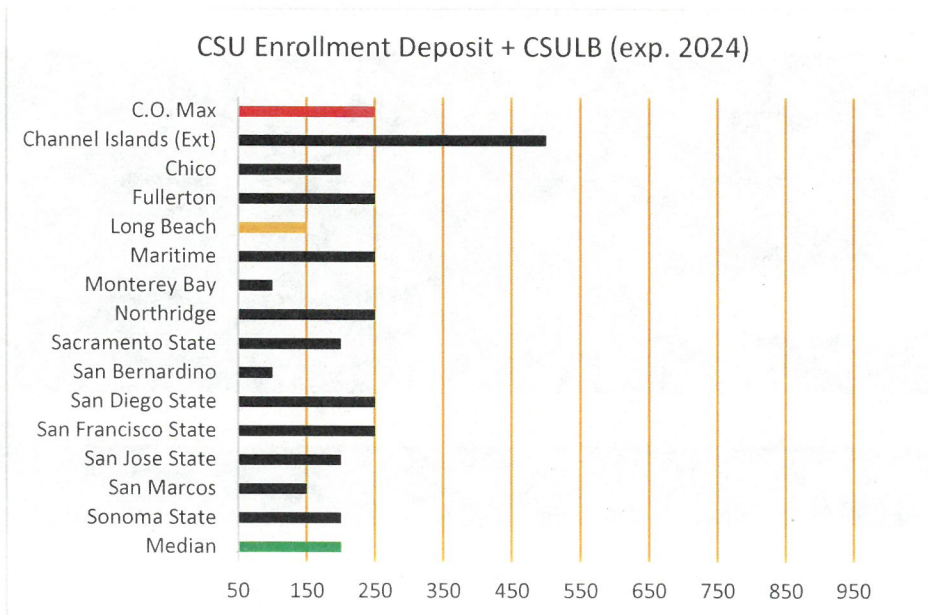
Given this overwhelming interest by Graduate Programs to require admitted graduate applicants to pay a \$150 nonrefundable enrollment deposit, Graduate Studies will impose this enrollment deposit on those graduate applicants accepting their offer of admissions for the Fall 2024 admissions cycle. This nonrefundable enrollment deposit will follow the same guidelines as that of undergraduate deposit: waived for those who receive a Federal Student Aid Report or a CA DREAM Act Application designating an Expected Family Contribution (EFC) of \$0.00, or are a candidate for an Athletic Scholarship. If they enroll, the enrollment deposit will be deducted from the cost of attendance.

Figure 7: Exp 2024 CSUs with Grad Enrollment Deposits



By adding CSULB to the number of CSUs requiring an enrollment deposit for graduate study, this will result in most CSUs with this requirement (see Figure 7). CSULB will join its Southern California sister campuses (CSUF and SDSU), while having an enrollment deposit *lower* than those campuses, *lower* than the maximum allowed by the C.O., and *lower* than the median of all CSU graduate enrollment deposits (see Figure 8).

Figure 8: CSU Enrollment Deposit (exp. 2024)

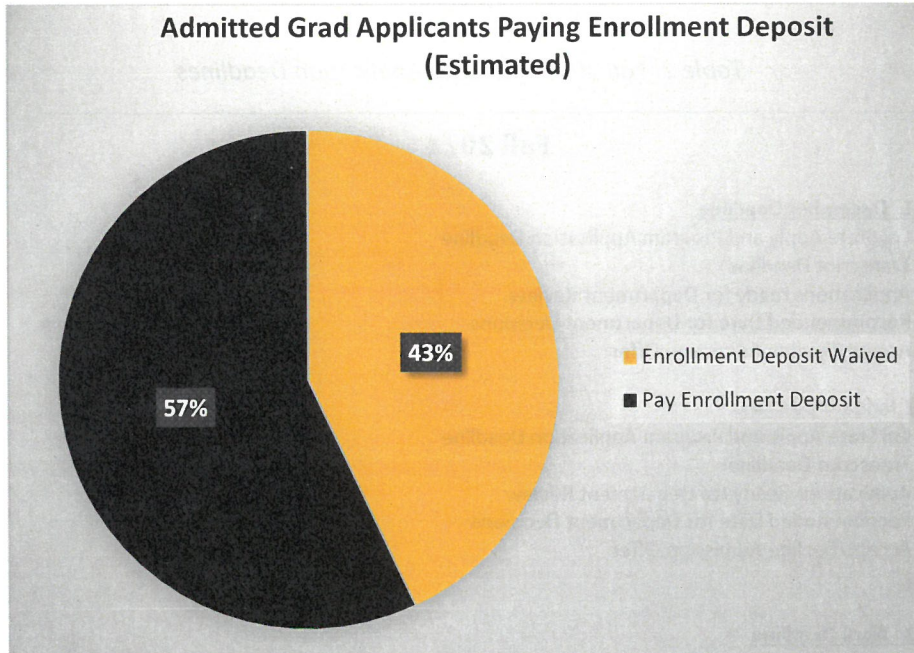


### CSULB’s Graduate Enrollment Deposit and Forfeited Funds

Though CSULB would like to enroll all admitted graduate applicants in their programs, some admitted applicants will pay the deposit and not enroll. However, Graduate Studies and Admissions expects a small percentage of admitted graduate applicants to accept their offer, pay the deposit, and forfeit the \$150.

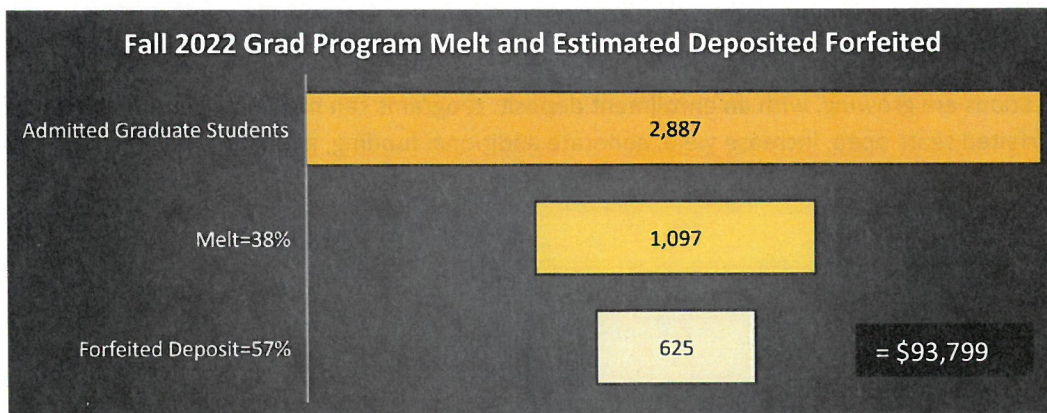
According to the past three years (2019-2022) of CSULB Financial Aid data, approximately 43% of applicants admitted to CSULB graduate programs have an EFC of \$0, meaning their enrollment deposit would be waived. Based on those data, an estimated 57% of admitted applicants would have to pay the \$150 enrollment deposit (see Figure 9).

Figure 9: Estimated Enrollment Deposit Waived



Admissions data indicates that on average, 38% of those graduate applicants who are admitted do not enroll (revisit Figure 3). For Fall 2022, that is approximately 1097 admitted graduate applicants (i.e., melt). Using the formula that 43% are exempt and 57% are required to pay the enrollment deposit, then approximately 625 would have forfeited their \$150 enrollment deposit (see Figure 10). This would result in approximately \$93,799 additional funds. Graduate Studies proposes that those forfeited dollars be allocated to the applicant’s Graduate Program to support the program and its students. However, based on undergraduate trends over the past few years (revisit Figure 4), graduate programs should see a much lower melt and fewer forfeited dollars when the enrollment deposit is implemented.

Figure 10: Fall 2022 Grad Program Melt and Estimated Deposit Forfeited





## CSULB's Graduate Enrollment Deposit and Admissions Deadlines

As CSULB implements the enrollment deposit for graduate admissions, Enrollment Services must ensure consistent and clear messaging to admitted graduate applicants, while permitting automated admissions offer withdrawals. To do so, for Fall 2024 (see Table 2), programs will have more condensed application deadlines. These deadlines delineate when applications are due, when programs could expect applications in department review, and when admitted applicants must decline their admissions offer or accept and pay the enrollment deposit. Those who do not accept by the deadline will have their admissions offer automatically withdrawn by Admissions, and graduate programs will be able to offer admissions to those on the waitlist. For those who accept the offer, pay the enrollment deposit, and enroll, the deposit will be applied to their tuition.

*Table 2: Fall 2024 Graduate Application Deadlines*

<b>Fall 2024</b>	
<b><u>Option 1 December Deadline</u></b>	
Cal State Apply and Program Application Deadline	December 1, 2023
Transcript Deadline	December 20, 2023
Applications ready for Department Review	January 13, 2024
Recommended Date for Department Decisions	February 7, 2024
Accept/Decline Admission Offer	March 15, 2024
<b><u>Option 2 January Deadline</u></b>	
Cal State Apply and Program Application Deadline	January 15, 2024
Transcript Deadline	February 5, 2024
Applications Ready for Department Review	February 24, 2024
Recommended Date for Department Decisions	March 15, 2024
Accept/Decline Admission Offer	April 18, 2024
<b><u>Option 3 April Deadline</u></b>	
Cal State Apply and Program Application Deadline	April 1, 2024
Transcript Deadline	May 5, 2024
Applications Ready for Department Review	May 19, 2024
Recommended Date for Department Decisions	June 9, 2024
Accept/Decline Admission Offer	July 15, 2024
<b><u>Option 4 June Deadline</u></b>	
Cal State Apply and Program Application Deadline	June 1, 2024
Transcript Deadline	June 20, 2024
Applications Ready for Department Review	July 3, 2024
Recommended Date for Department Decisions	July 21, 2024
Accept/Decline Admission Offer	August 15, 2024

## Conclusion

Graduate applications are growing, with an enrollment deposit, programs can maximize enrollment capacities, admit applicants as forfeited seats open, increase yield, generate additional funding, and effectively manage enrollment.