This document outlines the new process to decline charges for the Student Representation Fee, also known as AB 1504 Fee ($2 per college based on a student’s enrollment). The action by the student must be taken before the term fees refund deadline.

1) Logon to Self-Service and go to the User Options and click on the Required Agreements menu item:

2) Click View to open the agreement:

3) Click “Decline” (before the term fee deadline) to have the ASG charges removed from the billing term. The process will take a few minutes. Most classes have the default deadline (due date). Late start classes may have different deadlines.

Taking no action or clicking “Accept” will keep the ASG Fee charges on your bill.