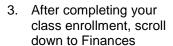


## How to View/Opt Out of the Student Involvement and Representation Fee (SIRF)

- Navigate to MyCSUEB and Login as on the Student Self Service
- 2. Select Student Center



- 4. Click on the "other financial" drop down menu and choose:
  - 1) Account Activity
  - 2) Go button





5. Account Activity Window

Click View All at the top of the column to see all fees.

1. Click the button to view information about SIRF.

A pop up screen explaining SIRF will appear.

SIRF Involvement and Representation Fee explanation



6. To opt out from paying SIRF

Click on the OPT OUT hyperlink.

- 7. SIRF Opt Out Process .
- After clicking OPT OUT, you will be prompted to select an Opt Out Reason .
- 2. After selecting a reason, select Opt Out
- 3. If you do not want to opt out, click Go Back









