

*San Diego State University
Counseling & Psychological Services
Prevention and Intervention Programs*

INSTRUCTIONS

For Temporary Virtual Services- Spring 2020

You have been referred to the following program:

- **ASPIRE:** (Alcohol and other Substances Prevention/Intervention Redirective Effort)

- **SUCCESSFUL COMMUNITY LIVING:** Civility & Anger Management

STEP 1:

To cover the cost of your program, you are required to pay a fee of \$100.00. You may pay this fee by going to <https://bfa.sdsu.edu/financial/student> and then email your receipt to yourself and forward that email to psycserv@sdsu.edu.

NOTE: DO NOT SEND THE RECEIPT DIRECTLY FROM THE CASHIERS SITE AS IT DOES NOT INCLUDE A WAY TO IDENTIFY YOU

Please remember to

- Include your RedId and full name
- Note which state you are currently now residing in
- Note if you are a graduating senior

Note: We will be unable to schedule you for services until your payment has been made.

STEP 2:

After we have received your receipt, our C&PS staff will contact you via email with additional instructions to complete paperwork and schedule an appointment.

Note: Should you need to cancel your appointment (with 24 hours notice) please do so by emailing us at psycserv@sdsu.edu.

Summary:

Step 1: Pay your \$100 fee through your webportal and email receipt to psycserv@sdsu.edu

Step 2: Email receipt to psycserv@sdsu.edu

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