

C **RCCD FAQ**
Office Tax Offset Program (COTOP)

You can pay your fees either online through your Web Advisor account, in person at the
 f your fees are not paid in full in the 30 days after the letters are
 sent out, your information will be submitted to COTOP.

If you believe there has been an error you may appeal this action by filling out the COTOP
 Appeal Form that is available at the Admission & Records Department at the college where the
 course was taken. The form can be downloaded and emailed or submitted in person with the
 appropriate documentation to the college:

<p>Moreno Valley College Admissions and Records 16130 Lasselle Street Moreno Valley, CA 92551</p> <p>Email: admissions@mvc.edu.</p> <p>http://www.mvc.edu/files/ COTOP_Appeal.pdf</p>	<p>Norco College Admissions and Records 2001 Third Street Norco, CA 92860</p> <p>Email: admissions@norcollege.edu</p> <p>https://www.norcollege.edu/ services/enrollment/admissions/ Documents/student_forms/COTOPappeal.pdf</p>	<p>Riverside City College Admissions and Records 4800 Magnolia Avenue Riverside, CA 92506</p> <p>Email: admissionsriverside@rcc.edu</p> <p>https://www.rcc.edu/services/ admissions/Pages/Forms.aspx</p>
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Upon receipt of your appeal, a college representative will review your case. If the representative
 finds that the offset is in error, the offset will be withdrawn or the amount corrected. If no
 objections are submitted or if the objections are considered to be insufficient, we will proceed
 with this action.

You may contact the Ca at (951) 222-8164 or COTOP@norcollege.edu for
 clarification on what the COTOP entails.

Why has my tax return been taken by RCCD?