



## UNIVERSITY HOUSING – ARIZONA STATE UNIVERSITY

### FIRST YEAR STUDENT

### 2020-2021 SCHEDULE OF CHARGES AND DEADLINES

#### PAYMENT

**View Student Account:** To view your student account, log onto My ASU and select the Finances tab.

**Late Charge Assessment:** Charges must be paid by the date due. University billings not paid by the date due are subject to late charges beginning at 30 days past due and continuing monthly until paid in full.

**ASU Payment Plan:** Students with an outstanding balance of \$500 or more of unpaid eligible ASU charges by the designated payment deadline will be automatically enrolled in the ASU Payment Plan. Students automatically enrolled will be responsible for the ASU Payment Plan fee billed to their student account. ASU does not withdraw students from classes during the current semester for nonpayment and students must withdraw before the semester or session starts if they decide to not attend. For further questions regarding automatic enrollment in the ASU Payment Plan or for assistance enrolling, you may contact the Student Accounts Office located in the Student Services building or online at <https://students.asu.edu/paymentplan>.

**Delinquent Accounts:** Delinquent accounts will be referred to outside collection agencies and will be reported to national credit bureaus. Should it become necessary for ASU to retain an attorney or collection agency to secure payment of any amount due, the debtor is responsible for paying all attorney's fees court costs, and collection agency charges. Late fees may continue to accrue monthly or be assessed as a flat fee when accounts are transferred between agencies until the balance is paid in full.

#### PROGRAM FEES

Description	Amount
RHA Fee – A program fee assessed to applicable students each semester to provide campus-wide Residential Housing Association (RHA) programming.	\$25 per semester
RC Fee – A fee assessed to applicable students each semester to provide in-hall programming throughout the academic year.	\$49 per semester

#### MEAL PLAN CHANGE DEADLINE

Description	Fall Semester Change Period	Spring Semester Change Period
Meal Plan changes can be made through your University Housing portal(link). You will have until 5:00pm on the final day of meal plan changes.	August 16,2020 August 26, 2020	January 10, 2021 to January 21, 2021

#### RELEASE PROVISIONS OF ROOM ASSIGNMENT

**Before Initial Check-In:** All notices of cancellation due to non-attendance to ASU must be submitted *directly* to [housing@asu.edu](mailto:housing@asu.edu) from your student ASU email account. Students who submit a notice of cancellation that is received WITHIN 14 consecutive days from the date of initial assignment letter will not be charged a late cancellation fee. Cancellation Fees are assessed according to the initial booking that a student creates for each specific term. Should this booking be cancelled and then a new booking created, and then cancelled at a later time, the cancellation fee would still be assessed from the initial booking the student had. For cancellations received AFTER 14 consecutive days of assignment, a late cancellation fee will be assessed to the student's account based upon the date it is received. See chart below for specific dates.

Date Notice of Cancellation Received for Academic Year 2020-2021 Applications	Late Notification Charge
Through May 31, 2020	\$0
June 1, 2020 to June 30, 2020	\$300
On or after July 1, 2020	\$500

Date Notice of Cancellation Received for Spring Only 2021 Applications	Late Notification Charge
Through November 30 <sup>th</sup> , 2020	\$0
December 1, 2020 to December 31, 2020	\$300
On or after January 1, 2021	\$500

**After Initial Check-In:** The University Housing License Agreement is a binding financial agreement; therefore, you must petition for release by submitting a **License Agreement Release (LAR)** Request. An *approved* LAR is required for release from your housing assignment. Once your LAR request has been approved, you must personally complete the check-out process through ASU Housing as well. If you are vacating your assigned space without an approved written release from University Housing, you will be held financially responsible for the entire term of the agreement, including the portion remaining after you vacate the room. If you are vacating your assigned space without an approved written release, you still must complete the check-out process through ASU Housing.

Approved requests will accrue a proration of room and board, and \$500 cancellation fee if officially checked out by September 20, 2020; if approved, student will not incur housing and dining charges for the Spring 2021 semester.

For Spring Semester approved LAR requests, a proration of room and board will accrue, and a \$500 cancellation fee if officially checked out by February 11, 2021.

More information about the LAR Request process is available online at <https://housing.asu.edu/housing-resources/license-agreements/release>

Rev. 10/21/2020