



**UNIVERSITY HOUSING – ARIZONA STATE UNIVERSITY**  
**FIRST YEAR STUDENT**  
**2022-2023 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
<b>RHA Fee</b> – A program fee assessed to applicable students each semester to provide campus-wide Residential Housing Association (RHA) programming.	\$25 per semester
<b>RC Fee</b> – A fee assessed to applicable students each semester to provide in-hall programming throughout the academic year.	\$49 per semester
<b>Early Arrival/Late Departure Fee</b> – A fee assessed to students who are approved to arrive early or depart late (outside of normal contract dates) *arriving early and departing late are NOT guaranteed	\$49/day

**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 14, 2022 August 24, 2022	January 8, 2023 to January 15, 2023

**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 2021-2022 Applications	Late Notification Charge
Through May 31, 2022	\$0
June 1, 2021 to June 30, 2022	\$300
On or after July 1, 2022	\$500

Date Notice of Cancellation Received for Spring Only 2023 Applications	Late Notification Charge
Within 14 consecutive-day window of official notification of initial housing assignment from University Housing	\$0
After 14 consecutive-day window of official notification of initial housing assignment and/or after you officially check in to assigned space	\$300

**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 approved, student will not incur housing and dining charges for the Spring 2023 semester. Dates of required checkout will align with ASU's published Academic Calendar, Tuition & Fees Refund Deadline.

Approved requests that are submitted or check-outs completed after ASU's published Tuition & Fees Refund Deadline will not be prorated for the Fall 2022 semester.

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

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