



UNIVERSITY HOUSING – ARIZONA STATE UNIVERSITY
NON-FIRST YEAR STUDENT
2023-2024 SCHEDULE OF CHARGES AND DEADLINES

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 charges not paid by the date due are subject to late charges beginning at 30 days past due and continuing monthly until past due balance is paid in full.

ASU Payment Plan: If you have an outstanding balance ASU charges totaling \$500 or more you will be automatically enrolled in the ASU Payment Plan. Enrollment into the ASU Payment Plan carries an enrollment fee that you will be responsible for and will be charged to your student account. ASU does not withdraw students from classes during the current semester for nonpayment. You must withdraw before the semester or session starts if you decide to not attend. For further questions regarding automatic enrollment in the ASU Payment Plan or for assistance in 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.

HOUSING FEES

Description	Amount
Living & Dining Fee - A Living & Dining fee is assessed to your ASU Student Account upon signing and submitting the University Housing License Agreement Contract. The Living & Dining Fee is nonrefundable and is applied each semester to all University Housing applicants who are not currently living on campus. This fee may be waived only if you have lived on campus for the entire preceding academic semester. If at any point in time during your enrollment at ASU, you resided off campus or do not attend classes during any previous academic semester, you are required to submit a new application to reside on campus and are thus responsible for this fee. If you are applying to University Housing for housing for the Fall 2023 semester, you must have lived on campus for the entire Spring 2023 semester to be considered for a waiver of this fee. If you are applying to University Housing for housing for the Spring 2024 semester, you must have lived on campus for the entire Fall 2023 semester to be considered for a waiver of this fee. If you are applying for summer housing, you must be living on campus for the entire preceding spring semester in order to be considered for a waiver of this fee.	\$125
RHA Fee – A program fee assessed each semester to provide campus-wide Residential Housing Association (RHA) programming (if applicable)	\$25
RC Fee – A fee assessed each semester to provide in-hall programming throughout the academic year (if applicable)	\$49
Early Arrival/Late Departure Fee – 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 13, 2023 August 23, 2023	January 7, 2024 to January 14, 2024

RELEASE PROVISIONS OF ROOM ASSIGNMENT

Before Initial Check-In: Notification of cancellation may be done through your University Housing portal, or be submitted **directly** to housing@asu.edu from your student ASU email account. If your notice of cancellation is received WITHIN 14 consecutive days of the date of your initial assignment letter, you will not be charged a late cancellation fee. Cancellation Fees are assessed according to the initial booking that is created for you 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 will be assessed from the initial booking you have. For cancellations received AFTER 14 consecutive days of initial assignment, a late cancellation fee will be assessed to account based upon the date it is received. See chart below for detailed information and specific dates.

Date Notice of Cancellation Received for Academic Year 2023-2024 Applications	Late Notification Charge
Through April 30, 2023	\$0
May 1, 2023 to May 31, 2023	\$125
June 1, 2023 to June 30, 2023	\$300
On or after July 1, 2023	\$500

Date Notice of Cancellation Received for Spring Only 2024 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.

Fall 2023:

- Student is to complete an official check-out and have a submitted License Agreement Release by 11:59 p.m. on Aug. 30, 2023 in order to be considered for release with minimal financial impact on the student.
- By 11:59 p.m. on Aug. 30, 2023, students who have checked out of their space and have an approved request will be charged a proration of housing and dining charges for the Fall 2023 semester in addition to a \$500 cancellation fee; student will not be charged housing and dining expenses for the Spring 2024 semester.
- Between August 31, 2023 and the official University Tuition & Fees Refund Deadline for Spring 2024 Session C (see Tuition and Billing Calendar), students may still be considered for a release. However, students who have checked out of their space and have an approved request will be responsible for the full Fall 2023 semester housing and meal plan charges in addition to a \$500 cancellation fee.

Spring 2024:

- Between Jan. 7, 2024 and the official University Tuition & Fees Refund Deadline for Spring 2024 Session C (see Tuition and Billing Calendar), students may still continue to be considered for a release. However, students who have checked out of their space and have an approved request will be charged a proration for housing and dining charges for the Spring 2024 semester in addition to a \$500 cancellation fee.
- After the official University Tuition & Fees Refund Deadline for Spring 2024 Session C (see Tuition and Billing Calendar) has passed, students may still continue to be considered for a release. However, students who have checked out of their space and have an approved request will be responsible for the full Spring 2024 semester housing and meal plan charges in addition to a \$500 cancellation fee.

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 2024 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 2023 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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