



UNIVERSITY HOUSING – ARIZONA STATE UNIVERSITY
FIRST YEAR STUDENT
2024-2025 SCHEDULE OF CHARGES AND DEADLINES

University Housing sends all charges to your account with Arizona State University, in accordance with University payment guidelines. The following are applicable:

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.

UNIVERSITY HOUSING FEES

Description	Amount
RHA Fee – A program fee assessed to applicable students each semester to provide campus-wide Residential Housing Association (RHA) programming, experiences and enhancements to the environment	\$25 per semester
RC Fee – A fee assessed to students each semester for enhancements to the on-campus Residential College experience.	\$49 per semester
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 18, 2024 August 28, 2024	January 12, 2025 to January 22, 2025

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 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. 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 2024-2025 Applications	Late Notification Charge
Through May 31, 2024	\$0
June 1, 2024 to June 30, 2024	\$300
On or after July 1, 2024	\$500

Date Notice of Cancellation Received for Spring Only 2025 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 financial obligation of the license agreement. Once your LAR request has been approved, you must personally complete the check-out process through ASU Housing aswell. 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 2024:

- Student is to complete an official check-out and have a submitted License Agreement Release by 11:59 p.m. on Sept. 4, 2024 in order to be considered for release with minimal financial impact on the student.
- 11:59 p.m. on Sept. 4, 2024, 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 2024 semester in addition to a \$500 cancellation fee; student will not be charged housing and dining expenses for the Spring 2025 semester.
- Between September 4, 2024 and the official University Tuition & Fees Refund Deadline for Spring 2025 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 2024 semester housing and meal plan charges in addition to a \$500 cancellation fee.

Spring 2025:

- Student is to complete an official check-out and have a submitted License Agreement Release by 11:59 p.m. on January 26th, 2025 in order to be considered for release with minimal financial impact on the student.
- Between Jan. 13, 2025 and the official University Tuition & Fees Refund Deadline for Spring 2025 Session C – January 26th at 11:59 p. m., 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 2025 semester in addition to a \$500 cancellation fee.
- After the official University Tuition & Fees Refund Deadline for Spring 2025 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 2025 semester housing and meal plan charges in addition to a \$500 cancellation fee.

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

Cancellation Fee Assessment:

Requests that are submitted and approved prior to the ASU Published Academic Calendar – Tuition and Fees deadline will accrue a proration of room and board, and **\$500 cancellation fee**, if approved during the above Fall 2024 dates, student will not incur housing and dining charges for the Spring 2025 semester. Dates of required checkout will align with ASU's published Academic Calendar, Tuition & Fees Refund Deadline. For Spring 2025 requests, that are submitted and approved prior to the ASU Published Academic Calendar – Tuition and Fees deadline will accrue a proration of room and board, and **\$500 cancellation fee**

Requests that are submitted & approved or check-outs completed after ASU's published Tuition & Fees Refund Deadline will not be prorated for the Fall 2024 or Spring 2025 semester.