
Fees, Deposits, and Other Charges

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The Arizona Board of Regents reserves the right to change fees and charges without notice. The Student Business Services Web site at www.asu.edu/sbs usually includes up-to-date amounts. The following fees apply to credit and noncredit (audit) registrations.

DEFINITIONS

Resident tuition refers to the charge assessed to all resident students who register for classes at ASU. *Nonresident tuition* refers to the charge assessed to nonresident students, as established in Arizona Board of Regents' Policy 4-102.

ACADEMIC YEAR TUITION

The resident and nonresident tuition for fall and spring semesters is shown in the "2006–2007 General University Per Semester Tuition" table, page 56. The amounts listed are per semester hour for each academic term. For more information on classification for fee status, see "Residency Classification Policies and Procedures," page 59.

Resident students registered for seven or more hours or nonresident students registered for 12 or more hours are considered full-time for tuition payment purposes. See "Enrollment Verification Guidelines," page 69.

Note: The rate for one hour is charged if the student is registered for only a zero-hour class.

Program Fees. Certain graduate and undergraduate programs assess an additional program fee. These fees differ according to college and/or program. Contact the program advisor for details on these fees, or access tuition and fees schedules on the Web at www.asu.edu/sbs.

Summer Sessions Fees. For summer sessions fees information, see the *Summer Sessions Bulletin*, or access tuition and fees schedules on the Web at www.asu.edu/sbs. The fees are per credit hour for credit or audit. See also "Summer Sessions," page 102.

Tuition Installment Plan

The tuition installment plan offers students an option to spread tuition payments over several months. Students may

enroll in the tuition installment plan on the Internet through ASU Interactive, in person, or by mail. Students must reenroll in the plan each semester or summer session.

All students are eligible to enroll in the plan after they register for classes. If students receiving financial aid choose to enroll in the plan, all tuition charges are paid by financial aid and any remaining financial aid is refunded to the student.

Upon enrollment in the plan, tuition is billed in installments on the Student Accounts Receivable System depending on the semester or summer session. For example, for the fall semester, the first billing statement is mailed in early August, with tuition due on August 25, September 25, and October 25. Billing schedules for other semesters and sessions are available on the Web site at www.asu.edu/sbs.

Students are charged a per semester administrative fee to cover costs associated with enrollment in the plan. The fee is billed on the Student Accounts Receivable System and is due at the same time as the first installment. The fee is non-refundable, even if students withdraw from classes. The fall or spring per semester enrollment fee is \$75 and each summer session is \$50.

By registering for classes, students agree to pay all applicable tuition and registration fees. If students decide not to attend classes, they must officially withdraw from the university. If students enrolled in the plan do not make scheduled payments, the students are prohibited from registering for classes in future semesters and are blocked from receiving university services, such as transcripts. Former students with outstanding tuition charges are referred to an outside collection agency.

OTHER FEES, DEPOSITS, AND CHARGES

Class Fees and Deposits. Certain university classes require payment of fees or deposits for materials, breakage, and rentals. These fees and deposits are listed in the *Schedule of Classes* for each semester.

Student Recreation Complex Fee. All students (except university employees) must pay a mandatory Student Recreation Complex fee. Students enrolled for seven or more hours are charged \$25 per semester. Students registered for fewer than seven hours pay \$12 per semester, and summer students pay \$12 per session. See the latest *Schedule of Classes* for more information.

Financial Aid Trust Fee. All students must pay a financial aid trust fee. Students enrolled for seven or more hours are charged no more than 1 percent of the current tuition. The fee for students enrolled in six or fewer hours is half that charged students enrolled for seven or more hours. The total summer sessions fee does not exceed the amount for a student enrolled for seven or more hours. Fees collected from students are matched by the State of Arizona and used to create the Arizona Student Financial Aid Trust Fund, from

FEES, DEPOSITS, AND OTHER CHARGES

2006–2007 General University Per Semester Tuition

Hours	General Undergraduate Tuition ¹			Postbaccalaureate and Graduate Tuition ¹	
	Resident at Tempe Campus ²	Resident at Polytechnic or West Campus	Nonresident at Any Campus	Resident at Any Campus	Nonresident at Any Campus
1	\$ 240	\$ 229	\$ 656	\$ 310	\$ 688
2	480	458	1,312	620	1,376
3	720	687	1,968	930	2,064
4	960	916	2,624	1,240	2,752
5	1,200	1,145	3,280	1,550	3,410
6	1,440	1,374	3,936	1,860	4,128
7	2,296	2,200	4,592	2,965	4,816
8	2,296	2,200	5,248	2,965	5,504
9	2,296	2,200	5,904	2,965	6,192
10	2,296	2,200	6,560	2,965	6,880
11	2,296	2,200	7,216	2,965	7,568
12 or more	2,296	2,200	7,875	2,965	8,258

¹ Tuition is subject to change. In addition to tuition, students are charged other fees (e.g., the Student Recreation Complex fee, financial aid trust fee, honors fees, special class fees, and program fees). Access tuition and fee schedules on the Web at www.asu.edu/sbs.

² Full-time resident undergraduate tuition is \$1 less in the spring semester.

which Financial Aid Trust grants are awarded under the established Student Financial Assistance office's aid eligibility criteria.

Arizona Students' Association (ASA) Fee. The ASA is a nonprofit lobbying organization that represents Arizona's public university students to the Arizona Board of Regents, State Legislature, and U.S. Congress. In 1997, students at the state universities voted to change the mechanism for funding the ASA. A \$1 fee is charged to each student every semester. Any refunds for this fee are provided through the ASA Central Office.

Late Registration. The fee assessed for registrations on or after the first day of each session is \$50.

Admission Application. The nonrefundable fee for graduate applications is \$25 for residents and \$50 for nonresidents.

Transcripts. The fee for an official transcript is \$10 per copy. "Rush" transcripts (requested to be printed and picked up on the same day) will cost \$10 in addition to the total cost of the transcripts ordered. Special delivery requests via Federal Express or U.S. Express Mail, instead of regular mail, will cost \$19.50 per delivery address within the United States, in addition to the cost of the transcript(s). Special express deliveries to addresses outside the United States are available via international Federal Express or International Express Mail; these cost \$38. Express costs are in addition to the cost of the transcripts. For delivery details, students should contact the Registrar's Office. Fees are subject to change without notice.

Unofficial transcripts may be requested in person at the University Registrar's Office, by mail, or by fax at 480/965-2295 if a signed release is provided. There is no charge for an unofficial transcript. Also, students may view and print their own unofficial transcripts via the Web using ASU Interactive at www.asu.edu/interactive.

Copies of Education Records Other Than ASU Transcripts. For fewer than six pages, there is no charge. For six to 10 pages, the total charge is \$2. For 11 to 15 pages, the total charge is \$3. Copies of additional pages cost \$1 for every five pages copied.

Comprehensive Examination. This fee is paid by all students seeking to establish credit by examination and is \$50 per semester hour.

Private Music Instruction. Any applicable music instruction fees are billed with tuition and fees. Fees are listed in the *Schedule of Classes* for each semester.

Musical Instrument Rental Charge. The charge for use of university-owned musical instruments is \$25 per semester. Consult the School of Music for specific information.

Binding and Microfilm Fees. The binding fee for a thesis or dissertation is \$17 per copy. This fee is subject to change. Additional charges may be required depending on the size and nature of the document. The dissertation microfilming fee is \$55 and is subject to change.

Sun Card/ID Card. The fee is \$25.

Parking Decals. A parking decal must be purchased, online at www.asu.edu/pts or in person at the ASU Parking and Transit Services Decal Sales office (located in the Towers building on Fifth St. and Forest Ave.), for motor vehicles parked on all ASU campuses. Decals are sold on a first-come, first-served basis. For more decal sales information, call 480/965-6124, or access the Web site at www.asu.edu/pts. ASU residence hall parking permits cannot be purchased online.

Parking Violations. Due to a high demand for parking, regulations are strictly enforced. Fines range from \$25 to \$250. Appeals for parking citations believed to be issued in error may be filed within 14 calendar days to Parking and Transit

Services. Unpaid parking citations are delinquent financial obligations subject to certain provisions; see “Delinquent Financial Obligations,” page 58. The vehicle of any person with three or more unpaid parking citations totaling \$100 or more is subject to impoundment. For more information, call 480/965-4527, or access the Parking and Transit Services Web site at www.asu.edu/pts.

Returned Checks. Checks and eChecks returned by a bank are assessed a \$15 service charge with repayment needed within five business days of notification. A second \$12 service charge is made if the returned check or eCheck is not repaid within this five-day period. Repayment of a returned check must typically be in cash.

ASU may have arrangements with its bank to redeposit automatically for a second time checks for which there are insufficient funds. No service charge is assessed by ASU until a check is returned to ASU; however, the payer may be assessed a service charge by the payer’s financial institution.

Students with severely delinquent accounts are subject to involuntary withdrawal from the university if repayment is not made. All students involuntarily withdrawn are charged according to the standard refund schedule as of the involuntary withdrawal date, as determined by the university.

Campus Housing and Dining. The cost of Tempe campus housing and dining varies. Housing rates for 2005–2006 ranged from \$3,481 to \$4,887. Dining rates ranged from \$2,165 to \$3,250.

TRANSPORTATION

To reduce air pollution and traffic congestion, ASU students and employees are encouraged to travel to and from campus by means other than automobile. Nearby on-campus parking is limited and tightly controlled.

Alternative transportation modes are used by thousands of ASU students. ASU is served by a regional transit service, Valley Metro. ASU offers every student a FREE U-Pass which grants access to all Valley Metro bus routes. Also, the Free Local Area Shuttle (FLASH) provides week-day transit service to key locations on campus and downtown Tempe. A free Neighborhood FLASH is also available for the Tempe campus community connecting several neighborhoods with ASU and downtown Tempe. For more information on transit options, access the Web site at www.asu.edu/pts.

In addition, an inexpensive express shuttle runs between the ASU Tempe campus and the ASU West campus in northwest Phoenix and the ASU Polytechnic campus in Mesa.

Bicycle ridership at ASU is estimated to be more than 15,000 students daily. Ample racks in many locations enable the parking and securing of bicycles. Bicycle use is restricted only in those areas of campus where pedestrian traffic is sufficiently heavy to make such use a hazard. The Bike Co-op provides assistance with bicycle maintenance and is located on the south side of the Student Recreation Complex. The Undergraduate Student Government (USG), in partnership with Parking and Transit Services, also operates a free bike loaner service, USG Community Bikes,

which allows students to use a bike for ten days. USG Community Bikes is located at the Bike Co-op.

For more information on commute alternatives, call the Commuter Options Office at 480/965-1072, or access the Parking and Transit Services Web site at www.asu.edu/pts.

PAYMENT METHODS AND DEADLINES

ASU Interactive. ASU Interactive, on the Web at www.asu.edu/interactive, is the preferred method for accessing tuition services. Students may enroll in the tuition installment plan and make fee payments via the Web. For more information, refer to the *Schedule of Classes* or the Student Business Services Web site at www.asu.edu/sbs.

eChecks. eChecks are the university’s preferred payment method and are accepted at no cost to the student through ASU Interactive. For more information, access the Student Business Services Web site at www.asu.edu/sbs.

Credit Cards. For tuition and student accounts receivable payments, Mastercard, Discover, and American Express are accepted through ASU Interactive only. A nonrefundable service charge is assessed by the processor.

Checks. Checks payable for the exact amount of charges and without a restrictive endorsement are generally acceptable, except for students on check-use suspension due to a previously returned check.

Third-Party Sponsor Billing. ASU bills qualified third-party sponsors for tuition, books, and supplies upon submission of a guarantee of payment. Qualifying sponsors must have offices in the United States and can be, among others, approved corporations, vocational rehabilitation offices, government agencies, and international embassies. A per student sponsored tuition fee of \$35 is assessed each fall and spring semester. A fee of \$20 is charged per summer session. Students are responsible for all tuition, fees, and late charges not paid by the third-party sponsor.

Veterans Deferred Payment. The Veterans Readjustment Assistance Act allows veterans to apply for deferred payment of fees, books, materials, and supplies required for courses. To assist eligible students, a Veterans Deferment Request Form may be issued deferring payment during their first semester of benefits. Visit the Veterans Services section at SSV 140, or call 480/965-7723 for information on meeting the requirements. ASU may deny this privilege if the student has had previous delinquent obligations.

Payment Deadlines. Fees must be paid or financial aid awarded by the deadline dates and times indicated or the student is enrolled in the Tuition Installment plan and assessed the nonrefundable enrollment fee. A fee payment deadline is printed on all Schedule/Billing Statements, which may be obtained at the University Registrar’s Record Information counter at the Tempe campus, Records and Registration at the West campus, Registration Services at the Polytechnic campus, or via the Web at www.asu.edu/interactive, and in the *Schedule of Classes*.

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REFUNDS

Academic Year Resident and Nonresident Tuition. Students withdrawing from school or individual classes receive a refund as described in the “Fall and Spring Withdrawal Refunds” table below.

The university provides a prorated refund for first-time students receiving financial aid; therefore, the refund schedule is the minimum amount refundable to these students.

Withdrawal occurs on the calendar day that withdrawal is requested, either in person at a registrar site or by phone using SunDial. Students withdrawing for medical or other extenuating circumstances must contact their college for refunds that may be available under such circumstances.

Fall and Spring Withdrawal Refunds

Withdrawal Date	Refund
Before first day of the semester	100%*
One through seven calendar days	80%
Eight through 14 calendar days	60%
15 through 21 calendar days	40%
22 through 28 calendar days	20%
After the 28th calendar day	No refund

* A \$35 processing fee is subtracted per session for refunds after the initial tuition payment deadline.

Summer Sessions Fees. Students withdrawing from any summer session or individual classes receive a refund as described in the “Summer Sessions Withdrawal Refunds” table below. *Refunds are based on the session days and not the class meeting dates for any particular class.*

Summer Sessions Withdrawal Refunds

Withdrawal Date	Refund
Before first day of session	100%*
First and second days of session	80%
Third day of session	60%
Fourth day of session	40%
Fifth day of session	20%
After fifth day of session	No refund

* A \$35 processing fee is subtracted per session for refunds after the initial tuition payment deadline.

Class Fees and Deposits. After the first week of classes, refunds, if any, are determined only by the department or school offering the course. Refund determination is based on withdrawal date, type of activity, and costs already assessed by the department or school.

Private Music Instruction. If a student must drop a music course because of illness or other emergency beyond the student’s control, not more than half of the instruction charge may be refunded, as determined by the School of Music.

Late Registration Fee. This fee is not refundable.

Student Recreation Complex Fee. This fee is refundable only upon complete withdrawal, in percentage increments

per the refund schedule. Upon complete withdrawal, access to the SRC is terminated.

Financial Aid Trust Fee. This fee is not refundable.

Official Transcripts. Overpayments by mail of \$5 or less are refunded only by specific request.

Graduation Fee. Overpayments by mail of \$5 or less are refunded only by specific request.

Residence Halls. Refunds to students departing from Tempe campus residence halls before the end of the academic year are computed as prescribed by the Residential Life License Agreement that students sign when they apply for residence hall accommodations. Students should refer to the Residential Life Schedule of Charges and Deadlines for specific information on refunds.

Other University Charges. Other university charges are normally not refundable, except for individual circumstances.

Payment of Refunds. Refunds require student identification and are made payable only to the student for the net amounts due the university. When the last day of a refund period falls on a weekend or holiday, a withdrawal form must be submitted to one of the registrar sites during operating hours on the workday preceding the weekend or holiday. Refunds are normally paid by check, payable to the student, and mailed to the student’s local address, or by direct deposit to the student’s bank account.

Parking Decal Refunds. Prorated refunds are available through the last business day in April.

Forfeiture of Refunds. Refunds are subject to forfeiture unless obtained within 90 days of the last class day of the semester for which the fees were originally paid.

DELINQUENT FINANCIAL OBLIGATIONS

Arizona Board of Regents’ Policy 4-103B, which applies to ASU, states the following:

1. Each university shall establish procedures to collect outstanding obligations owed by students and former students.
2. Each university shall maintain a system to record all delinquent financial obligations owed to that university by students and former students.
3. Students with delinquent obligations shall not be allowed to register for classes, purchase parking decals, receive cash refunds, or obtain transcripts, diplomas, or certificates of program completion. The university may allow students to register for classes, obtain transcripts, diplomas, or certificates of program completion if the delinquent obligation is \$25 or less.
4. Unpaid obligations shall remain a matter of record until students and former students satisfy their financial obligations or until satisfactory arrangements for repayment are made with the university.

5. The university may write off delinquent financial obligations of students according to accepted accounting principles and after appropriate collection efforts. No such write-off shall operate to relieve the student of liability for the obligation nor shall such write-off entitle the student to release of any transcripts, diplomas, certificates of program completion, or to register for further university classes until such obligation is actually paid.
6. Each university shall include this policy in its bulletin or catalog.

A late charge of \$15 is assessed for balances due the university between \$20 and \$100 not paid within 30 days of the initial due date. Three additional \$15 late charges are assessed at 60, 90, and 120 days past due. Following the same late charge assessment schedule (of 30, 60, 90, and 120 days past due), the fee for past due balances between \$100 and \$1,000 is \$25 and for past due balances in excess of \$1,000 is \$50.

RESIDENCY CLASSIFICATION POLICIES AND PROCEDURES

The Arizona Board of Regents is required by law to establish uniform guidelines and criteria for classifying students' residency to determine those students who must pay nonresident tuition. The following is a summary of the general guidelines used to determine residency for tuition purposes. All of the evidence is weighed under the presumption that a nonresident student's presence in Arizona is primarily for the purpose of education and not to establish domicile and that decisions of an individual about the intent to establish domicile are generally made after the completion of an education and not before.

To obtain resident status for tuition purposes, independent students must establish their residence in Arizona at least one year before the last day of regular registration for the semester in which they propose to attend ASU. Arizona residence is generally established when individuals are physically present in the state with the intention of making Arizona their permanent home.

Merely physical presence in Arizona for one year does not automatically establish residency for tuition purposes. Adult students and emancipated minors must combine physical presence in Arizona for one year with objective evidence of their intent to make Arizona their permanent home. If these steps are delayed, the one-year period is extended until both presence and intent have been demonstrated for one full year. In addition to physical presence and intent, the student must demonstrate financial independence for the two tax years immediately preceding the request for resident classification. The student must demonstrate objective evidence of self-support and that he or she was not claimed as an income tax deduction by his or her parents or any other individual for two years. An adult student is defined as being at least 18 years of age at the beginning of the domicile year. For a complete definition of an emancipated minor, refer to the Arizona Board of Regents' residency classification policies, available in the Residency Classification section, SSV 140.

No person is considered to have gained or lost resident status merely by attending an out-of-state educational institution.

Aliens. Students who are aliens are subject to the same requirements for resident status as are U.S. citizens. In establishing domicile, aliens must not hold a visa that prohibits establishing domicile in Arizona.

Refugees. Refugees may qualify as resident students by virtue of having been granted refugee status in accordance with all applicable laws of the United States and having met all other requirements for residence in Arizona.

Exceptions to the General Residency Rule

Students may be eligible for resident status for tuition purposes if they can meet one of the following criteria on or before the last day of regular registration.

Legal Dependents. If a student and his or her parents are domiciled in Arizona and have not met the one-year residency requirement but the parents are entitled to claim the student as a dependent for federal and state tax purposes, the student may be eligible for resident status for tuition purposes.

Transferred Employees. If students are domiciled in Arizona and have not met the one-year residency requirement but are employees or spouses of employees who have been transferred to Arizona by their employers for employment purposes, the students may be eligible for resident status for tuition purposes.

Members of the Military. If students are not domiciled in Arizona but are members of the U.S. Armed Forces stationed in Arizona or are the spouses or dependent children of a member (as defined in A.R.S. § 43-1001), the students may be eligible for resident status for tuition purposes. If military service is concluded while enrolled, students do not lose resident status while they are continuously enrolled in a degree program. If individuals are domiciled in Arizona immediately before becoming members of the U.S. Armed Forces, they do not lose resident status because of their absence while on active duty with the military as long as they maintain Arizona affiliations and file Arizona state tax.

A student who is a member of an Arizona National Guard or Arizona Reserve unit may be eligible for resident status for tuition purposes. A student may also be eligible if he or she has been honorably discharged from the armed forces of the United States, has declared Arizona as his or her legal residence one year before discharge, and has taken the other appropriate actions, including filing an Arizona income tax return. A student who is the spouse or dependent of a member of the armed forces who has claimed Arizona as his or her legal residence and filed Arizona income tax for one year before enrollment may be eligible for resident status for tuition purposes.

Spouse of Arizona Resident. If the student's spouse has established domicile in this state for at least one year and has demonstrated intent and financial independence and is entitled to claim the student as an exemption for state and federal tax purposes, or if the student's spouse was temporarily out of the state for educational purposes but

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maintained a domicile in this state, the student may be eligible for resident status for tuition purposes. Also, if the student is a noncitizen, the student must be in an eligible visa status pursuant to federal law to classify as an in-state student for tuition purposes.

Teachers and Classroom Aides. If a student is under contract to teach on a full-time basis or is employed as a full-time noncertified classroom aide at a school within an Arizona school district, the student is eligible to pay resident tuition only for courses necessary to complete the requirements for certification by the State Board of Education.

Native Americans. Students who are members of a Native American tribe whose reservation lies both in Arizona and an adjacent state and who are residents of that reservation may be eligible for resident status for tuition purposes.

Procedures for Establishing Resident Status

All students are responsible for obtaining residency classification for tuition purposes before registering and paying their fees. This procedure requires students to complete and file an Arizona residency information form. This form is required of all new and returning students as part of the admission or readmission process. Students classified as nonresidents who believe they may qualify for resident status must file a petition with the Residency Classification section. This petition must be filed by the last day of regular

registration. A student seeking resident status must also file supporting documentation necessary to provide a basis for residency classification (source[s] of support, driver's license, voter's registration, vehicle registration, etc.). Students whose residency petitions are in process at the fee payment deadline are responsible for paying nonresident tuition. However, an appropriate refund is issued if resident status is later granted for that semester.

Any student found to have made a false or misleading statement concerning resident status is subject to dismissal from the university.

Failure to file a timely written petition for reclassification of resident status for tuition purposes constitutes a waiver of the student's right to apply for the given semester. Petition deadlines are published each semester in the *Schedule of Classes*. Extensions to the deadlines are not permitted.

Residency classification is an extremely complex issue. The information presented here is a summary and does not address each individual's situation; therefore, students are encouraged to make a personal visit to the Residency Classification section to discuss their individual circumstances as soon as possible. Guidelines for determination of residency for tuition purposes are subject to review and change without notice. For more information, call the Residency Classification section at 480/965-7712, or access the Web site at www.asu.edu/registrar/residency.



A view of "A" mountain from Lattie F. Coor Hall

Pamela S. Coffman photo