



Registration & Tuition Payment Guide

Fall 2023

Distributed by:
University Registrar Services

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Important Reminder

By registering for classes you agree to pay all applicable tuition and registration fees. You will NOT be dropped from your classes for non-payment. If you do not have adequate financial aid to cover tuition costs, and if you do not pay tuition by the applicable deadline, you will be enrolled in the ASU Payment Plan and assessed a non-refundable \$100 resident/\$200 non-resident enrollment fee. **See page 13 for more information.**

Semester Calendar - Fall 2023

All dates and times published in this schedule are tentative and are subject to change without notice.

If a class is scheduled in a session other than Session A, B or C, the drop/add/withdrawal deadlines are prorated based on the length of the class. Check the calendar icon next to each class on your schedule in My ASU for the prorated deadline dates.

Session A: Thursday 8/17/2023—Friday 10/6/2023 Session B: Wednesday 10/11/2023—Friday 12/1/2023 Session C: Thursday 8/17/2023—Friday 12/1/2023 (Final exams 12/4/2023—12/9/2023)			
Schedule of Classes Available	February 20, 2023		
Registration and Tuition Guide Available	February 20, 2023		
Registration Dates Begin	February 23, 2023		
\$50.00 Late Registration Fee Begins (does not apply to ASU Online students)	Session A August 9, 2023	Session B October 3, 2023	Session C August 9, 2023
Classes Begin	Session A August 18, 2023	Session B October 12, 2023	Session C August 18, 2023
Academic Status Reports – Faculty have the opportunity to provide weekly feedback during each session. Students can view ASRs in My ASU within 24 hours after each weekly reporting period closes on Sunday.	Session A Aug 17-Oct 1, 2023	Session B Oct 11-Nov 26, 2023	Session C Aug 17-Nov 26, 2023
Last day to register or add a class without college approval	Session A August 18, 2023	Session B October 12, 2023	Session C August 23, 2023
Residency Classification Petition Deadline	August 23, 2023		
Tuition Fee Payment Deadline —For registration through 8/15/23 For more information see http://students.asu.edu/tuitiondeadlines	August 25, 2023		
Automatic ASU Payment Plan Enrollment - Students who registered through August 18 and who have unpaid tuition and other eligible payment plan charges will be automatically enrolled in the ASU Payment Plan.	August 28, 2023		
Last day to register or drop/add without college approval	Session A August 18, 2023	Session B October 12, 2023	Session C August 23, 2023
Drop deadline	Session A August 23, 2023	Session B October 17, 2023	Session C August 30, 2023
Tuition & Fees 100% Refund Deadline – For more information see http://students.asu.edu/tuitionrefundpolicy	Session A August 23, 2023	Session B October 17, 2023	Session C August 30, 2023
Labor Day Holiday Observed Classes excused/University closed	September 4, 2023		
University 21 st Day	Session A September 6, 2023	Session B October 31, 2023	Session C September 6, 2023
Tuition Fee Payment Deadline —For registration from 8/16/23 through 9/18/23. For more information see http://students.asu.edu/tuitiondeadlines	September 25, 2023		

Semester Calendar (continued) - Fall 2023

Session A: Thursday 8/17/2023—Friday 10/6/2023 Session B: Wednesday 10/11/2023—Friday 12/1/2023 Session C: Thursday 8/17/2023—Friday 12/1/2023 (Final exams 12/4/2023—12/9/2023)			
Deadline to Apply for Graduation	October 2, 2023		
Fall Break <i>Classes excused/University open</i>	October 7-10, 2023		
Tuition Fee Payment Deadline—For registration from 9/19/23 through 10/18/23. For more information see http://students.asu.edu/tuitiondeadlines	October 25, 2023	October 25, 2023	October 25, 2023
Course Withdrawal Deadline	Session A September 6, 2023	Session B October 31, 2023	Session C November 1, 2023
Veterans Day Observed <i>Classes excused/University closed</i>	November 10, 2023		
Thanksgiving Holiday Observed <i>Classes excused/University closed</i>	November 23-24, 2023		
Complete Session Withdrawal Deadline As part of a complete session withdrawal a student must withdraw from all classes in a session. Beginning the first day of classes, undergraduate students are required to contact their college/school for facilitate the withdrawal process. For more information, see https://students.asu.edu/forms/withdrawal	Session A October 6, 2023	Session B December 1, 2023	Session C December 1, 2023
Classes End/ Last Day to Process Transactions	Session A October 6, 2023	Session B December 1, 2023	Session C December 1, 2023
Study Days	Session A N/A	Session B N/A	Session C December 2-3, 2023
Final Exams	Session A Last day of classes	Session B Last day of classes	Session C December 4-9, 2023
Final Grades Due	Session A October 9, 2023	Session B December 4-11, 2023	Session C December 4-11, 2023
Commencement Ceremony - (Graduate and Undergraduate) https://graduation.asu.edu/	December 11, 2023		
Degree Conferral Date	December 11, 2023		
Grade Replacement/Academic Standing Processing	December 12-13, 2023		
Holiday Break <i>Classes excused/University closed</i>	December 23-26, 2023		

* See Residential Life for designated move in dates.

** Late Registration fee of \$50 assessed.

*** Classes start on Thursday 8/17/2023 in order to fully comply with ABOR contract hour requirements

Admission and Registration

Admission/Readmission

Undergraduate admission/readmission:

admission.asu.edu/first-year
admission.asu.edu/transfer
admission.asu.edu/international/first-year-apply
admission.asu.edu/international/transfer-apply

Graduate admission/readmission:

admission.asu.edu/graduate
admission.asu.edu/international/graduate-apply

Sandra Day O'Connor College of Law:

law.asu.edu

Students with an advising hold on their student account must meet with an academic advisor before submitting a registration request.

Nondegree undergraduate admission:

admission.asu.edu/undergrad/nondegree

Nondegree undergraduate students may enroll in up to eight credit hours each fall or spring semester, seven credit hours each five-week summer session, and nine credit hours in the eight-week summer session. Nondegree students may apply up to 15 credit hours to an undergraduate degree program at ASU. A student may not register in nondegree status after being admitted to a degree program.

Nondegree graduate admission:

admission.asu.edu/graduate/nondegree

A graduate student admitted to an ASU master's or doctoral degree program may apply up to 12 nondegree graduate credit hours taken prior to admission to their program.

Registration Procedures Overview

my.asu.edu

- Step 1: Log into My ASU to view your online Registration Dates. A registration date is the date/time that you may begin to register for classes. You may register online or in person anytime after your assigned registration date begins through the end of the drop/add period.*
- Step 2: Check for registration holds on My ASU. If you have an academic advising hold, plan to meet with your academic advisor well before your Registration Date occurs.
- Step 3: Review degree and catalog requirements.
- Step 4: Review your Major Map on My ASU (undergraduate students only).

Step 5: Search for available classes using the Class Search at my.asu.edu.

Step 6: Register for classes at my.asu.edu or in person at any registrar location <https://students.asu.edu/contact/office-university-registrar>

Step 7: Pay tuition. If you do not have adequate financial aid to cover tuition costs, and if you do not pay tuition by the applicable deadline, you will be enrolled in the ASU Payment Plan and assessed a non-refundable \$100 resident/\$200 non-resident enrollment fee.

*Students may register for Fall 2023, February 23, 2023 through August 18, 2023 for Session A, August 23, 2023 for Session C, and October 12, 2023 for Session B. However, a \$50 late registration fee is charged beginning August 9, 2023 for Session's A and C and October 3, 2023 for Session B. This fee does not apply to ASU online students.

Registration/Enrollment General Information

Registration Dates

All students are assigned an online **registration date** which will permit registration for the Fall 2023 semester. Students should log into My ASU to view their registration date as soon as possible.

A registration date is the date and time that a student may begin registering for the next semester. Students may register in person or online anytime after the assigned registration date begins, through the end of the drop/add period.

If you are an entering freshman in the Fall semester, your registration date will be the date of your orientation program. If you are not an entering freshmen, and you do not have a registration date assigned, contact the University Registrar Services at 480.965.3124.

Building Your Class Schedule

ASU's registration system will allow you to search the Schedule of Classes/Class Search and build a Fall class registration request. You can save that plan (shopping cart) and then later return to it. When you return, you will be able to see if the class status has changed since you built and saved the plan. You can view the online Schedule of Classes/Class Search via My ASU. The Fall 2023 Schedule of Classes is available February 20, 2023.

Registration, cont.

Submitting Your Registration Request

Once you have submitted your schedule request, you will be able to immediately see which courses were successfully added to your schedule. **Note: You may choose to audit a course in which case you attend and participate in the class but do not earn credit. Be sure to obtain instructor's approval before registering and paying fees. Refer to your catalog and see your academic advisor for additional information about audit enrollment.**

Drop/Add

Anytime after you have a class schedule, you will be able to drop and add courses via My ASU or in person at any registration location through the published drop/add deadline. During this period, you may drop one or more (but not all) scheduled classes. Classes that are dropped do not appear on the student's transcript. A student who wishes to withdraw from their last course during the drop/add period must process a complete withdrawal. Colleges or departments may require approvals before a student can add specific classes.

Swap

You can use the swap feature when you want to ensure that you do not drop a class you are already registered for until you have successfully added a replacement class.

Registration Holds

You will be able to view a list of holds that will prevent registration. Items that can prevent you from registering are: unpaid fees, academic advising requirements, immunizations, etc. Do not delay your ability to get the classes you want. Take care of your University business now to eliminate any holds.

To Dos

You will be able to view a list of your To Do items. To Do items display tasks you need to complete, such as completing a financial aid form. To Do items do not restrict registration. However, if you do not accomplish an open To Do item, it can become a Hold on your record. Follow the instructions or contact the appropriate person to make arrangements to complete each pending task as soon as possible.

Registration Locations

Tempe campus	West campus	Polytechnic campus	Downtown Phoenix campus
Student Services Bldg, Room 150	University Center Bldg, Room 120	Administration Bldg	University Center Bldg, Room 166
480.965.3124	480.965.3124	480.965.312	480.965.3124
Monday - Friday 8:00am - 5:00pm			
<p>Offices are closed in observance of the following holidays:</p> <p>Labor Day—September 4, 2023 Veteran's Day—November 10, 2023 Thanksgiving—November 23-24, 2023 Holiday Break—December 25-26, 2023</p>			

A photo ID is required to process transactions in person.

In order to process any registration transaction in a student's absence, a third party must present their photo ID and written authorization signed by the student. A Registration by Proxy Form for a third party must present their photo ID and written purpose is available on the web at students.asu.edu/forms/registration or at any University registration site.

Required Vaccine

All students born after January 1, 1957 are required to meet the following MMR immunization requirement before class registration:

Option 1 - Provide proof of two MMR, Measles, Mumps and Rubella vaccinations: MMR #1 given on or after your first birthday. MMR #2 must be 4 weeks from the first or later.

Option 2 - Provide a copy of Measles IgG or MMR IgG lab test showing positive immunity.

Upload required documentation in [My Health Portal](#).

To review the steps for uploading proof of MMR immunization, view the [How to Upload Your MMR Vaccine Record at ASU](#).

Registration, cont.

Advising

Admitted students have an academic advising team that assists them in setting personal and academic goals, understanding policies and creating strategies for staying on track towards graduation. Undergraduate students should contact an academic advisor in the college or school of their major for advising and information about their academic program and curricular requirements. Many programs require academic advisement prior to registration for classes.

Students may visit My ASU to learn their current academic advising office assignment, and for information on how to make an appointment with an advisor. For additional information regarding general academic advising for all ASU departments visit <https://students.asu.edu/academics>

Instructor-Initiated Drop Option

The instructor of a course has full authority within departmental or other higher-level policies to decide whether or not class attendance is required. During the second week of classes in Fall or Spring, or the first four days of each Summer Session, the instructor can drop a student for non-attendance. In classes which are full, this will allow accommodation of other students requesting the class and help instructors avoid excessive overrides. Instructor-initiated drops for non-attendance must be based upon concrete evidence of non-attendance and be signed by the Dean or Dean's Designee in the college offering the course. The college will notify the student by mail at the student's currently posted local address. Nothing in this policy contradicts any other policy regarding attendance, religious holidays, or the student's responsibility to notify the instructor in case of absences.

Note: Students should be aware that non-attendance will not automatically result in being dropped. Instructors have the right to exercise this option at their discretion. It is also the student's responsibility to contact the instructor before the end of the first week of classes if absences during that period cannot be avoided.

Withdrawal Policy

Course Withdrawal

After the drop/add period and up to September 6, 2023 for Session A, October 31, 2023 for Session B and November 1, 2023 for Session C, a student may withdraw from any course with a grade of "W". Withdrawals may be initiated online using My ASU or in person at any registration site. Courses with alternate begin and end dates may have an adjusted withdrawal schedule. Courses from which the student withdraws will remain on the student's transcript with a grade of "W". Any appropriate refunds are issued based on the published Refund Schedule and the date of the withdrawal. To determine whether you will be eligible for a refund after withdrawing, contact Student Accounts at 1-855-278-5080. It is the student's responsibility to initiate a withdrawal if unable to attend a class. Failure to do so will result in a grade of "E" being assigned for the class. Although students who do not attend class during the first week of a term may be administratively dropped from the class, such withdrawal is at the discretion of the instructor. In special circumstances, a medical withdrawal or academic record change may be authorized by the Dean of an academic unit if the student petitions for the change and presents documentation of reasons for being unable to attend the class. Please note academic record changes can only be requested after the semester has ended. It is the student's responsibility to petition for such change if appropriate.

Complete Withdrawal

A student may withdraw from all of his or her classes (the student will no longer be enrolled in any classes for the specified semester) through the transaction deadline or the last day of classes for any semester. A grade of "W" is awarded for each class from which the student withdraws. The complete withdrawal deadline is October 6, 2023 for Session A, and December 1, 2023 for Sessions B and C. Beginning the first day of the fall and spring semesters, you are required to connect with your college/school of your major to facilitate the withdrawal process. Making a complete withdrawal from the University is a difficult decision, and ASU has many resources in place to help. Because there may be serious academic and financial consequences to processing a complete withdrawal, you should view complete withdrawal as a final resort. You are encouraged to meet with your academic advisor to explore alternatives.

Note: A student may not avoid any penalty for academic dishonesty by withdrawing from a course. A student may be reinstated to a course to receive a penalty of a reduced or failing grade, or XE. Remember: If you have financial aid or scholarships, be sure you understand minimum credit hour requirements for maintaining those awards.

Registration, cont.

Military Withdrawal

To completely withdraw due to military activation, immediately contact the Pat Tillman Veterans Center (PTVC). For all campuses, email the PTVC's [Success Advocate](#) to determine whether the call to active duty qualifies for [ASU's Military Activation Policy](#). For example, students reporting to "boot camp" may not qualify for this policy. Students who qualify will receive some regulatory relief in the recalculation of financial aid and the calculation of tuition and fee charges. Students are also given options regarding their academic records, e.g., complete withdrawal, incomplete grades, etc.

Financial Assistance Withdrawal Policy

Circumstances may necessitate complete withdrawal from the University. For financial aid, a complete withdrawal from the full term or any individual session can affect financial aid eligibility. The outcome of a complete withdrawal on your financial aid depends on when the complete withdrawal is initiated and the types of financial aid you received. In all cases, Financial Aid and Scholarship Services must calculate a "Return of Title IV Funds" to determine if you were enrolled long enough to keep the aid paid to you. Any time you stop your enrollment (i.e., withdraw, drop, stop participating in classes or receive a combination of all EN, EU or W grades in a session or term) before the end of the term, you may need to return some of the financial aid you received. In addition, please note that receiving all EN grades ([failure to participate](#)) will result in the cancellation of all federal and institutional financial aid excluding earned Federal Work Study and Employee Waivers.

If you are considering withdrawing, please contact [Financial Aid and Scholarship Services](#) and request to speak with a financial aid counselor to understand the impact on your financial aid. Be sure to review [Withdrawing as a Financial Aid Recipient](#) for more information.

Official Complete Withdrawal

Federal regulations require the recalculation of Title IV financial aid in cases where a student received financial aid and officially withdrew on or before the point in which 60% of the semester has lapsed. If a return of aid is required, ASU returns the unearned portion of Title IV financial aid funds to the Federal Programs on behalf of the student. Any return of financial aid funds made by the University will be charged to the student's University account. Payment to the University will be due on demand.

Official Complete Withdrawal, cont.

Title IV funds include the Federal Pell Grant, the Federal Supplemental Educational Opportunity Grant (FSEOG), the Federal Teach Grant, the Iraq and Afghanistan Service Grant, the Federal Direct Subsidized and Unsubsidized Student Loans and the Federal PLUS Loan. Federal Work Study earnings and non-

Title IV aid are not included in this formula. However, the student may not continue to work under the Federal Work Study program after their official date of withdrawal.

University Testing Requirements

All new, transfer, or readmitted undergraduate students must meet one of the following testing requirements:

- Take the ACT English, SAT verbal examination, WritePlacer Plus section of the ACCUPLACER, TOEFL (Test of English as a Foreign Language), IELTS (International English Language Testing System), or PTEA (Pearson Test of English Academic) and have scores submitted to ASU.
- Take the Advanced Placement exam, earning a score of 4 or 5 in English offered by the College Entrance Examination Board qualifies for placement into ENG 105 and elective credit (3). ENG 101 (3) for students who already have credit for ENG 102.
- Take the CLEP College Composition exam, earning a score of 50 that qualifies for placement into ENG 105 and elective credit (3). ENG 101 (3) for students who already have credit for ENG 102.
- Have previously taken or be currently enrolled in ENG101, ENG102, ENG105, ENG107, or ENG108 at ASU. If the course was taken at ASU before 1980, contact the Records and Enrollment Services Office at 480.965.3124, before registering for classes.
- Transfer a course equivalent to ENG101, ENG102, ENG105, ENG107, or ENG108 with a grade of "C" (2.00) or higher.

An official transcript showing the grade must be received by ASU.

The evaluations of transfer English courses at Arizona State University has been centralized and all evaluations will be processed through the new Transfer Credit Guide. All transfer students should visit www.asu.edu/transferecredit to request an evaluation of transfer course work. Any questions regarding the evaluation process should be sent to articulation@asu.edu.

Registration, cont.

Placement Exams

A. First-Year Composition

Placement exams for First-Year Composition courses ENG101 or ENG107 are no longer required. Enrollment in ENG 105 is determined by a qualifying score earned on the ACT English, SAT Verbal Exam, Accuplacer. Multilingual/international students should enroll in ENG 107 or have the option of taking ENG 101 if they have qualifying scores (from TOEFL, IELTS, or PTEA-Duolingo is not accepted) what would have placed them into ENG 101 using former English placement practice outlined in the placement chart below. If students would like to register for ENG 105 but have not taken an acceptable placement exam, the Accuplacer may be taken on campus at the University Testing and Scanning Services, located at 1130 E. University Dr. Suite 204 in Tempe, at regularly scheduled times. Contact the UTSS at 480.965.7146 or www.asu.edu/uts to make an appointment.

Students who have taken the Advanced Placement Exam in English offered by the College Entrance Examination Board, the International Baccalaureate English A Exam, or the CLEP College Composition Exam, should visit the Credit by Exam Search section of the Transfer Credit Guide at <https://webapp4.asu.edu/transfercreditguide/app/searchbyexam> or information about placement into first-year composition courses.

B. Mathematics Course Placement Exams

Arizona State University requires the **Math Placement Test** to assess a student's prerequisite knowledge for placement into several mathematics courses up to and including first semester calculus. The instrument used for testing is a powerful assessment tool with artificial intelligence that zeros in on the strengths and weaknesses of a student's mathematical knowledge, reports placement score to the student and then, if necessary, provides the student with a learning environment for bringing this knowledge up to an appropriate level for the desired course placement by retaking the Math Placement Test.

All incoming students must complete the **Math Placement Test** prior to enrollment unless they have transferred an equivalent prerequisite course for the one they intend to enroll in. The time limit to finish the assessment is 2 hours.

Placement in First-Year Composition will be determined as follows:	
Exam Score:	Register For:
All students; for students for whom English is not the native language, enroll in ENG 107	ENG 101
All international students whom English is not the native language	ENG 107
International students with these scores: TOEFL 560PBT / 220CBT / 83iBT and above	ENG107 or can take ENG101
International students with these scores: IELTS 6.5 and above	ENG107 or can take ENG101
International students with these scores: PTEA 56 and above	ENG107 or can take ENG101
SAT Verbal 620 and above	ENG105
SAT Read/Write 660 and above	ENG 105
ACT English 26 and above	ENG105
Accuplacer score 5, 6, or 7	ENG101 or ENG107
Accuplacer score 8	ENG 105

For international students, anything lower than the posted qualifying scores must register for ENG 107. **Duolingo is not an acceptable test for English placement and cannot be used.**

Registration, cont.

Veterans Educational Benefits

Veterans and eligible dependents who wish to use educational benefits from the Department of Veterans Affairs (VA) must verify their status with the [Pat Tillman Veterans Center](#) as soon as possible. They will then need to submit their intent to use VA benefits with each new semester. VA benefits cannot be collected for audited classes.

All Campuses
Pat Tillman Veterans Center Tempe Campus Memorial Union, Lower Level, Room 75
480.965.7723

Student Identification

ASU Sun Devil Card Services

ASU requires all on campus and extended campus students to obtain an official ASU ID card. Online students are required to have an approved photo on file with Sun Devil Card Services. On campus students may choose between the Pitchfork ID Card offered by Mid-First Bank¹ or the basic Sun Card. The Pitchfork ID Card is an official ASU student photo ID and a Visa check card linked to a Sun Devil checking account. Both the Pitchfork ID Card and the basic Sun Card act as official university IDs and cost \$25*, which may be paid with MasterCard®, Visa® or through the student’s university account. As proof of identity, students need their ten-digit ASU ID number and a legal photo ID – driver’s license, military ID, passport, etc. – to obtain their ID card. Visit cardservices.asu.edu or email sundevildcardinfo@asu.edu for more information. Both the Pitchfork ID Card and the basic Sun Card contain an iCLASS® chip that allows easy access into classrooms and residence halls without the use of a key.

Do not punch holes in your card, or you will damage your card’s functionality.

The Pitchfork ID Card and the basic Sun Card can both be used for a variety of services.



Card uses	Pitchfork ID Visa®	Basic Sun Card
Official ASU Student ID	*	*
Access to secure buildings	*	*
Access for meal plans**	*	*
Access for Maroon and Gold Dollars**	*	*
Access to Sun Devil Fitness Complexes	*	*
Access to academic advising	*	*
Access to library and check out	*	*
Accepted at Visa® locations worldwide	*	
Pay for campus health services	*	
Pay for campus parking services	*	
Pay for Sun Devil Campus Store items	*	
Free checking account for faculty and staff, and Sun Devil Checking exclusively for students	*	
Free ATMs nationwide - including MidFirst ASU ATMs on campus	*	
Mobile Wallet - pay with your eligible mobile or wearable device***	*	

*If you need to replace your Pitchfork ID Card or basic Sun Card, a \$25 fee will apply. View rules and regulations for obtaining a replacement card at cardservices.asu.edu.

** Meal plans and Maroon and Gold Dollars are administered by Sun Devil Dining. Call 480-727-DINE

***Online and Mobile Services: Services offered are subject to their respective terms and conditions, and availability may vary by device.

Member FDIC

Tuition and Fees

Admission Application Fees

Admission application fees are nonrefundable and must be paid at the time of application. These fees are subject to change.

Fall 2023 General Tuition*

General tuition, program-specific tuition, special class fees and mandatory registration fees are set annually by the Arizona Board of Regents. Visit the following websites for more information.

- General tuition and mandatory registration fee information — [Tuition and Fees](#)
- Program-specific information — [ASU cost Calculator](#)

Special class fees can be viewed online at the time of class registration

By registering for classes you agree to pay all applicable tuition and registration fees.

*All amounts presented in any University publications or web pages represent tuition and fees as currently approved. However, Arizona State University reserves the right to increase or modify tuition and fees without prior notice, upon approval by the Arizona Board of Regents or as otherwise consistent with Board policy and to make such modifications applicable to students enrolled at ASU at that time as well as to incoming students. In addition, all tuition amounts and fees are subject to change at any time for correction of errors.

Tuition Billing

Tuition charges will be billed on your student account and may be viewed online through [My ASU](#) after registration. From My ASU, select the “Finances” link on the upper left side.

By registering for classes you agree to pay all applicable tuition and registration fees.

If tuition is not paid by the applicable tuition due date, or financial aid is not awarded and accepted by the due date, you will be automatically enrolled in the ASU Payment Plan and charged a non-refundable enrollment fee of \$100 for resident students and \$200 for non-resident students. For students with accepted financial aid sufficient to cover tuition charges, financial aid will automatically pay tuition charges and no action is necessary. For students with accepted financial aid insufficient to cover tuition charges, payment in full is required by the due date to avoid automatic enrollment in the ASU Payment Plan. Refer to [Tuition and Billing Calendar](#) for your specific tuition payment due date.

Online Billing

Online billing provides reliable and secure access to billing statements any time of day from anywhere in the world along with immediate access to current account information. To view and pay your charges, login to [My ASU](#), select the link “Finances” on the upper left side, then click “Pay Bill”. Online billing statements are also available through QuikPAY by clicking “View Account”. Students are responsible to review their ASU e-mail account for notification of billing statements and to login to their student account on My ASU for current billing information. **Billing statements are not mailed.**

Students may authorize others to view and pay their ASU student account through QuikPAY. Log in to [My ASU](#), select the “Finances” link on the upper left side, then click “Pay Bill”. Once directed to QuikPAY select Authorized Payers from the left windowpane and enter the requested information for each person to be authorized on the account. Authorized Payers must have a valid email account.

eCheck Payments

eChecks are ASU’s preferred payment method and are accepted online with no service charge or additional cost to the student. Make eCheck payments on QuikPAY by logging in to My ASU, select the “Finances” link on the upper left side, then click “Pay Bill” to be directed to the online payment processor. eChecks are a fast and simple payment method that can be made from regular U.S. checking and savings accounts in U.S. dollars. Checks issued from money market accounts, credit card companies, mutual funds, brokerage accounts, home equity or other lines of credit cannot be processed as an eCheck. Additional information is available at [Payment Options](#).

Tuition and Fees, cont.

Credit Card Payments

ASU does not directly accept credit or debit card payments for tuition or other student account charges. The University has arranged for a third-party processor to accept Visa, MasterCard, Discover, and American Express credit and debit card payments online. The processor will charge a 2.5% service fee for credit and debit card payments in addition to the ASU payment amount. The service fee is not paid to ASU and is non-refundable, even if related payment to ASU is refunded. Credit and debit card payments may be made on QuikPAY by logging in to My ASU [My ASU](#). Click on the “Finances” link on the upper left side, then click “Pay Bill” to be directed to the online payment processor. Credit and debit card payments are not accepted by mail, in person, or over the phone.

International Payments

ASU has partnered with Flywire to offer a streamlined and cost effective payment method for you to make international payments to ASU through QuikPAY. Initiate your international wire transfer payment at least one week before the applicable due date to ensure timely receipt.

Personal Checks

Checks payable to Arizona State University and without restrictive endorsement are generally acceptable. Mail checks to Cashiering Services, Arizona State University, PO Box 870303, Tempe, AZ 85287-0303. Include your ASU ID number. Check payments should be mailed at least two weeks prior to the applicable tuition due date to avoid automatic enrollment in the ASU Payment Plan. Check payments are also accepted in person at all campuses. **See Tuition Hours and Locations on page 14.**

Residency Classification

Residency (tuition) status is determined at the time a student submits an application for admission to the University. Non-resident students can request reclassification by submitting a completed residency petition no later than the last day of regular registration. Failure to petition by this deadline constitute a waiver of the student’s rights for requesting residency reclassification or appeal for the current semester. Information about residency classification, including all requirements, deadlines and necessary documentation, can be found at students.asu.edu/residency.

Citizenship or Lawful Presence Requirement

Arizona law requires that students who are seeking consideration for in-state tuition status or aid that is funded in part or in whole by state money to provide verification of citizenship, permanent residency or other lawful immigration status. Most students will be able to be verified through automatic processes such as the financial aid application ([FAFSA](#)). Students choosing to go through the FAFSA process should be verified no later than the beginning of July for the Fall term, December for the Spring term and May for the summer term. If the FAFSA has not cleared the verification requirement by the recommended month it is highly possible that documentation is still required.

Veterans Educational Benefits

Veterans and eligible dependents must apply for veterans educational benefits and then verify their status with the Pat Tillman Veterans Center as soon as possible with each new semester. Distance Learning classes have veterans education benefit restrictions. Veterans cannot collect benefits for audited classes.

All Campuses
Pat Tillman Veterans Center Tempe Campus Memorial Union Lower Level, Room 75
480.965.7723

Tuition and Fees, cont.

ASU Payment Plan

The ASU Payment Plan provides students with the option to budget payment of certain eligible university charges over several months. Eligible charges are tuition, housing, meal plan, parking decals and health insurance. Students may enroll themselves in the plan through [My ASU](#) or they will be automatically enrolled if tuition charges are not paid in full by the applicable due date. There is a per-semester non-refundable fee of \$100 for resident students and \$200 for non-resident students. For additional information, please visit [ASU Payment Plan](#). Please note, the enrollment fee is non-refundable, even if the student withdraws from classes.

All students are eligible to enroll in the ASU Payment Plan after they register for classes. Once a student enrolls for classes, he or she will not be withdrawn from classes during the current semester for non-payment. Students must withdraw from classes if they decide not to attend. If students enrolled in the plan do not make scheduled payments, monthly late fees will be assessed until the account is brought current on payments, registration in future semesters will be blocked, and access to other University services, such as official transcripts and diplomas, will be withheld.

Tuition Payment with Financial Aid

Financial aid is posted to your student account and used to pay tuition and other student account charges, with any excess financial aid immediately refunded to you. Any institutional charges incurred after financial aid disbursement are the student's responsibility to pay by the due date. Financial aid awards generally only pay charges in the semester for which the aid is intended, and you may be refunded excess financial aid for one semester and still have a balance owed for another semester. If you receive a refund, ensure that all charges have been paid by logging in to My ASU [My ASU](#) and select the "Finances" link on the upper left side.

For students with accepted financial aid sufficient to cover tuition charges, financial aid will automatically pay tuition charges and no further action is necessary. Students with unpaid tuition charges in excess of pending aid will be automatically enrolled in the ASU Payment Plan.

Note: If financial aid is not awarded and accepted by the tuition due date, tuition charges must be paid in full to avoid automatic enrollment in the ASU Payment Plan and assessment of the non-refundable ASU Payment Plan fee of \$100 for resident students and \$200 for non-resident students.

By registering for classes you agree to pay all applicable tuition and registration fees. Classes are not automatically cancelled for non-attendance or non-payment.

Taxability of Scholarships and Fellowships: Scholarships, grants, fellowships and stipends (but not loan funds) are taxable income to the recipient, except for the portion of these funds used for tuition, registration, other University fees, and books, supplies and equipment required for the courses being taken. Special tax regulations also apply to non-resident alien students and may require withholding of taxes at the time of aid disbursement to these individuals. Information on the taxability of scholarships can be obtained from the following IRS publications and forms: Publication 970, Tax Benefits for Education, Pub 519-U.S. Tax Guide for Aliens, Form 1040EZ and instructions - Income Tax Return for Single and Joint Filers with No Dependents, Form 1040NR and instructions - U.S. Non-resident Alien Income Tax Return. These publications and forms can be obtained from the Internal Revenue Service at their toll free number 1.800.829.FORM or online at www.irs.gov.

The Student Financial Assistance Withdrawal Policy will apply when a student receives financial aid funds and subsequently withdraws, drops out, takes an unapproved leave of absence, fails to return from an approved leave of absence, is expelled, or otherwise fails to complete the period of enrollment for which he or she was charged. **See page 8 in this handbook or online at [Financial Aid Payment](#).**

Students with loans who would like to cancel or reduce their loans must inform the Student Financial Assistance Office in person within 14 days of the disbursement.

Tuition and Fees, cont.

Tuition Payment with Prepaid or College Savings Plans

Prepaid or College Savings Plan payments made payable to Arizona State University are generally accepted. Mail checks to Cashiering Services, Arizona State University, PO Box 870303, Tempe, AZ 85287-0303. Include the student's ASU ID number. Prepaid or College Savings Plan payments should be mailed at least two weeks prior to the applicable tuition due date to avoid automatic enrollment in the ASU Payment Plan and assessment of the non-refundable payment plan fee. Notification to Arizona State University of pending payments by the Prepaid or College Savings Plan does not exempt a student from automatic enrollment in the ASU Payment Plan and assessment of the non-refundable payment plan fee.

Sponsorship by ASU Approved Governmental and Third-Party Agencies

Submit sponsorship authorization in person at the Student Accounts Office, by fax to 480.965.9242, or by e-mail sponsorbilling@asu.edu. Failure to do so by the tuition payment deadline will result in automatic enrollment in the ASU Payment Plan and assessment of a non-refundable enrollment fee of \$100 for resident students and \$200 for non-resident students. An acceptable letter of authorization must be submitted to the Student Accounts Office by **August 25, 2023**.

A **per semester** Sponsored Tuition Fee will be assessed to each sponsored student. Sponsored students are responsible for all tuition, fees, and late charges if the sponsoring agency fails to pay by the due date of the invoice. Questions about third party sponsorship may be directed to the Student Accounts Office. For additional information please visit <https://students.asu.edu/thirdpartysponsorships>.

International students who are required to carry student health insurance and are using coverage through their sponsor must receive approval from ASU Campus Health Services by e-mailing insurance@asu.edu.

Qualified Tuition Reduction Program

A Qualified Tuition Reduction Program is available to faculty and staff who are employed at least 50% time within the state University system, and to their spouses and dependent children. Employees must complete the Qualified Tuition Reduction Form every semester they attend, which can be signed and submitted electronically. Qualified Tuition Reduction Forms are available at [HR Forms under Tuition Reduction Program](#). The Qualified Tuition Reduction Program does not cover 100% of your tuition and fees. The outstanding portion of the tuition and fees will be billed on your student account and should be paid by the due date to avoid late fees. **Please submit early.**

Cashiering Hours and Locations

Tempe campus	West campus	Polytechnic campus	Downtown Phoenix campus
Student Services Bldg, 2nd Floor	University Center Bldg, Ste 101	Administration Building, Room 160	University Center Bldg, Ste 112
1-855-278-5080	1-855-278-5080	1-855-278-5080	1-855-278-5080
M-F 8:15am – 5:00pm	M-F 8:15am – 5:00pm	M-F 8:30am – 5:00pm	M-F 8:15am – 5:00pm

Offices are closed in observance of the following holidays:

Labor Day—September 4, 2023
 Veteran's Day—November 10, 2023
 Thanksgiving—November 23-24, 2023
 Holiday Break—December 25-26, 2023

Tuition and Fees, cont.

Non-residents are not eligible for the Qualified Tuition Reduction Program. Please contact Residency Classification at 480.965.7712. Residency processing can be time-consuming, so apply early. You must be employed on the first day of the semester to be eligible for the Qualified Tuition Reduction Program. The Qualified Tuition Reduction Form must be processed by the Student Accounts Office on or before the first day of the session to qualify for reduced tuition. Forms submitted after the first day of the session will not be accepted and you will be held responsible for the full tuition and fees.

Graduate Assistants

Students identified as Research and Teaching Assistants receive tuition assistance if they meet employment and class enrollment requirements. RA/TA remissions do not cover 100% of tuition and fees. If eligible for a remission, the remaining tuition and fees will be billed on your student account with a **August 25, 2023** due date.

Differential Tuition and Program Tuition

Certain graduate, undergraduate, colleges and programs assess additional differential tuition and program tuition which differs according to college and/or program. Contact your program advisor for details on these fees or see the [Tuition Estimator](#).

Excess Hours Tuition

The Arizona Legislature enacted legislation in 2005 (A.R.S. § 15-1626) that establishes credit hour thresholds for undergraduate students who attend a public university in Arizona. Undergraduate students who enroll for credit hours beyond the applicable threshold of 145 hours are required to pay a tuition surcharge. The tuition surcharge is billed in addition to tuition, program tuition, mandatory fees and class fees. Please see the [Tuition and Fees](#) website for additional information.

Undergraduate College Fee 1-4

The Undergraduate College Fee is one of four fee categories based on a student's program of study. ASU conducted a comprehensive review of all instructional costs for every program. Programs of study with similar costs were grouped together, and those fees were averaged to determine an amount for each category.

Special Class, Hybrid, ocourse and icourse Fees

Special class, hybrid, ocourse and iCourse fees are assessed based on enrollment in specific classes. Class fees are published with each class through [class search](#).

Financial Aid Trust Fee

All students are assessed a mandatory financial aid trust fee as authorized by the Arizona Legislature to create a Financial Aid Trust Fund, from which Financial Aid Trust Grants are awarded under the usual aid eligibility criteria. Fees collected from students are matched by the State of Arizona. See the [Tuition and Fees Schedule](#) for additional information.

Technology Fee

All students are assessed a mandatory technology fee as authorized by the Arizona Board of Regents to fund technology initiatives and improve access on all campuses. See the [Tuition and Fees Schedule](#) for additional information.

Student Initiated Fee

ASU's student government leaders, on behalf of the students they represent, sought and received ABOR approval for the following Student Initiated Fees. Funding from these fees will be used to enrich the student experience.

Student Programs Fee

All students are assessed a mandatory student programs fee as authorized by the Arizona Board of Regents to provide funding for new or enhanced facilities and student support programming. See the [Tuition and Fees schedule](#) for additional information.

Recreation Fee

All students are assessed a recreation fee allowing access to recreation facilities on all four ASU campuses. See the [Tuition and Fees Schedule](#) for additional information. Faculty/staff who are attending classes and all online students are not assessed the recreation fee. Please contact the Student Recreation Complex at 480.965.8900 for information on how to become a member.

Tuition and Fees, cont.

Health and Wellness Fee

All students are assessed a health and wellness fee as authorized by the Arizona Board of Regents to enhance services for students who seek both preventative and acute care and to expand outreach and wellness education and services.

Student Service Facility Fee

All students are assessed a Student Services Facility Fee as authorized by the Arizona Board of Regents to provide funding for new and enhanced student service facilities. See the [Tuition and Fees Schedule](#) for additional information.

Student Athletic Fee

The Student Athletic Fee will fund reinvestment in academic support areas, strengthen undergraduate and graduate academic experiences, and enhance student engagement in athletics, including access to Sun Devil Athletics sporting events and enhanced game day experiences in Sun Devil Stadium, Wells Fargo Arena and other athletic venues. This fee was initiated and supported by Undergraduate Student Government and the Graduate and Professional Student Assembly.

Late Registration Fee

All students who register for Sessions A & C on **August 9, 2023** and after, will be **assessed a late registration fee of \$50.00**. For Session B, students who register on **October 3, 2023** or after will be assessed the late registration fee. Registration after the published deadline may be permitted under extraordinary circumstances if approved by an authorized College designee. Late registration fees are not refundable.

Tuition Receipt

For students requiring tuition receipts for insurance, reimbursement, or other reasons, login to [My ASU](#) and select the "Finances" link on the upper left side, then click the Tuition Receipt link. For in person assistance or additional documentation, see campus locations under "Tuition Payment Hours", page 14.

Delinquent Financial Obligations

Students with delinquent accounts will not be allowed to register for classes or obtain official transcripts or diplomas. The University reserves the right to involuntarily withdraw students with severely delinquent accounts from current semester courses. University billings not paid by the due date are subject to monthly late charges beginning 30 days past due and continuing monthly until paid in full. The monthly late charge for past due balances between \$20-\$50 is \$5, for balances between \$51-\$400 is \$10, for balances between \$401-\$1,000 is \$25, for balances between \$1,001-\$3,000 is \$50, for balances between \$3,001-\$5,000 is \$75, and for balances greater than \$5,000 is \$100. Former students with outstanding charges may be referred to an outside collection agency with late fee assessment continuing monthly until paid in full.

Returned Checks

A \$25 fee is assessed for returned checks and eChecks. Students with multiple returned checks or eChecks are subject to a permanent registration hold requiring advanced payment in secure funds prior to registration or access to other University services.

Student Health Insurance

Eligibility: Group Health insurance is available to:

- **Undergraduate students** registered for at least six units or have a consortium agreement to take courses at another qualified college with an overall credit hour total of at least six units
- **Graduate students** enrolled in degree or certificate programs, and taking at least three credit hours or one dissertation/thesis hour

Graduate, Teaching or Research Assistants who are offered insurance as part of their employment must enroll in the insurance, enrollment is not automatic.

Online students are not eligible for the student health insurance.

- **International student** enrollment in Student Health Insurance is mandatory and the cost of insurance is automatically

Tuition and Fees, cont.

added to registration fees. Waiver exception may be available. For additional information or waiver application <https://eoss.asu.edu/health/resources/international>.

Student Health Insurance enrollment is available through [My ASU](#) by selecting Campus Services, Health and Wellness Resources. Once enrolled for Student Health Insurance, you will be automatically re-enrolled into the plan each subsequent semester once you have registered for classes as you must meet the eligibility requirements each semester. The premium will be billed to your student account.

Coverage may be added or dropped through the first 2 weeks of each semester/session. Complete withdrawal from the University on or before the end of this two week period may not result in automatic cancellation of student health insurance. To cancel or add insurance prior to the end of open enrollment, go to My ASU under Campus Services, Health & Wellness Resources. The insurance **cannot** be cancelled if complete withdrawal from the University occurs after this two week period or if the insurance has been utilized. You may also direct questions and concerns to insurance@asu.edu.

Additional information about coverage, eligibility, cost, payment options and coverage can be found at <https://eoss.asu.edu/health> or <https://www.aetnastudenthealth.com>, enter ASU.

Institutional Refund Policy

Tuition and Fees

Tuition and fees are subject to a 100% refund if enrollment is officially cancelled within the refund period. In the Fall and Spring semesters, for classes eight weeks or longer, the refund period is two weeks, and for classes shorter in length the refund period is one week. Please see the [Tuition Refund Policy](#) for additional information.

Beginning the first day of classes, undergraduate students are required to work with the College of their major to facilitate the withdrawal process.

The 100% refund period is one week for sessions shorter than eight weeks and dynamically dated classes. All refunds are less any amounts owed to the University and are subject to payment holding periods. Students withdrawing for medical or other extenuating circumstances must contact their college to initiate the process. Tuition is non-refundable after the first week of these sessions/classes.

The University provides a prorated refund for students receiving financial aid; therefore, the refund schedule is the minimum amount refundable to these students. Withdrawal or cancellation occurs on the calendar day that withdrawal is processed either in person at any Registrar site or online using My ASU. See the [Financial Aid Withdrawal Policy](#) for additional information.

Student Account Refund (Disbursement)

Financial aid is posted to your student account and used to pay University charges such as tuition, Residential Life, meal plan and health insurance fees. Refunds of excess financial aid will be processed beginning the week before classes and will continue to be processed throughout the semester. Any changes to your schedule that results in a fee increase or any other fees incurred after financial aid disbursement, will be your responsibility to pay by the due date. You may view details of your student account, including financial aid refunds, by logging into [My ASU](#) select the "Finances" link on the upper left side, and select the Refunds link.

Note: To receive your financial aid refund beginning the week before classes, you must register for classes, complete your financial aid packet, and accept your loans at least two weeks before the semester begins. Financial aid refunds will be mailed or direct deposited to your bank account.

Refund by direct deposit to your bank account is available and is the most convenient way to receive student account refunds. Direct deposit enrollment is available at My ASU [My ASU](#) by selecting the "Finances" link on the upper left side, and clicking "Direct Deposit" in the Financing Tasks box under "Manage Payments". Further information is available at [Tuition and Billing](#) or in the Student Accounts Office on the 2nd floor of the Student Services Building (Tempe campus). Direct deposit enrollment must be completed a minimum of two weeks prior to your refund being issued. For students not enrolled in direct deposit, or who do not meet the direct deposit enrollment deadline, refund checks will be mailed. Keep your mailing address up to date to ensure that refund checks are received in a timely manner. View and update your address on My ASU by clicking on "My Profile" in the top-right corner. If you request a replacement check there is a \$20 per check reissue fee. **All student account refund checks will be mailed.**

Transportation Options

For all transportation-related inquiries, including bicycling on campus, free campus shuttle services, parking permit locations and rates, Valley Metro transit passes and visitor parking, please visit the ASU Parking and Transit Services website at parking.asu.edu.

Downtown Phoenix campus	Polytechnic campus	Tempe campus	West campus
University Center Suite 116 411 N. Central Avenue Phoenix, AZ 85004	Quad 4 7107 E. Tiburon Mesa, AZ 85212	University Towers 525 S. Forest Avenue Tempe, AZ 85281	North Services Building 4776 W. University Way North Glendale, AZ 85306
480-965-6124	480-965-6124	480-965-6124	480-965-6124

Campus Maps

Utilizing www.asu.edu/map is a great resource for finding your way around any of the ASU campuses, finding public parking, wireless computing zones, buildings and facilities such as bookstores, computer labs, and more. By clicking on the link below, you can use the tabs at the top of the page to see the individual map of each location.

<p>Tempe campus, West campus, Polytechnic campus, Downtown Phoenix campus, Research Park, and Skysong</p>
<p>http://www.asu.edu/map/interactive/</p>

Ombudspersons

While all faculty and staff within the University community serve to facilitate matters, the following individuals have been designated to serve as ombudspersons (impartial fact-finders and problem solvers). They have no power to reverse or change decisions but have conciliation skills to help resolve matters.

Chair	Barzin Mobasher	Ira A. Fulton School of Engineering	480.965.0141
Academic/Student Affairs	Jeffery Banner	The College of Liberal Arts and Sciences	480.965.6505
	Kaylen Cons	Student Services	480.965.5302
For Online Students	Laura Bettine	EdPlus Student Services	480.884.1525
Academic Professionals	Dick Filley	Ira A. Fulton School of Engineering	480.965.0903
Staff Personnel	Michelle Johnson	ASU Gammage	480.965.5062
Tempe Campus	Barzin Mobasher	Ira A. Fulton School of Engineering	480.965.0141
	Leah Doane	The College of Liberal Arts and Sciences	480.965.5289
	Ajith Kumar	W.P.Carey School of Business	480.965.5544
West Campus	Duku Anokye	New College of Interdisciplinary Arts and Sciences	602.543.6020
	Douglas Kelley	Social and Behavioral Studies	602.543.6641
Polytechnic Campus	Jason Bronowitz	The Polytechnic School	623.252.5590
	Ian Moulton	Integrative Sciences and the Arts	480.727.1172
Downtown Campus	Kevin Ellsworth	College of Integrative Sciences and Arts	480.727.7090

University Policies

Family Educational Rights and Privacy Act

General Information

The federal Family Educational Rights and Privacy Act (also known as FERPA, and/or the Buckley Amendment) affords students certain rights with respect to their education records. They are:

1. The right to inspect and review the student's education records within 45 days of the day the University receives a request for access.

Students should submit to the registrar, dean, head of the academic department, or other appropriate official, written requests that identify the record(s) they wish to inspect. The University official will make arrangements for access and notify the student of the time and place where the records may be inspected. If the records are not maintained by the University official to whom the request was submitted, that official shall advise the student of the correct official to whom the request should be addressed.

Note: Students must provide photo identification in order to access their education records.

2. The right to request the amendment of the student's education records that the student believes are inaccurate or misleading.

Students who believe their record is inaccurate or misleading should write to the University official responsible for the record. Clearly identify the part of the record they want changed, and specify why it is inaccurate or misleading.

If the University decides not to amend the record as requested by the student, the University will notify the student of the decision and advise the student of his or her right to a hearing about the request for amendment. Additional information about the hearing procedures will be provided to the student when notified of the right to a hearing.

Note: FERPA does not address grade disputes or grievances which are pursued through other University and/or college procedures.

3. The right to consent to disclosures of personally identifiable information contained in the student's education records, except to the extent that FERPA authorizes disclosure without consent.

One exception which permits disclosure without consent is disclosure to school officials with legitimate educational interest. School officials are administrators, faculty, professional staff, academic advisors, clerical or support employees, including ASU law enforcement unit personnel and ASU health staff, volunteers, a person or company with whom the University has contracted as its agent, acting with legitimate educational interest to provide a service instead of using University employees or officials (such as an attorney, auditor, collection agent, service provider); a person serving on the Board of Regents; staff in the Alumni Association and ASU Foundation offices, or a student serving on an official committee, such as a disciplinary or grievance committee, or assisting another school official in performing his or her tasks.

Additional exception categories may be found in SSM 107-01: Release of Student Information which is located on the web at <http://www.asu.edu/aad/manual/ssm/ssm107-01.html>

A school official has a legitimate educational interest if the interest in an education record is justified under one or more of the following conditions:

- The information or records requested are relevant and necessary to accomplish some task or determination related to the legitimate educational interest of the student;
- the official needs to review an education record in order to fulfill his or her professional responsibilities for the University;
- the task or determination is an employment responsibility or a properly assigned subject for the inquirer's determination and/or
- the task or determination is consistent with the purpose for which the records, information, or data are maintained.

Note: A parent of a dependent student may challenge denial of access to the dependent student's record by producing the most current copy of Internal Revenue Form 1040. (Dependency is defined in Section 152 of the Internal Revenue Code.) If that form lists the student in question as a dependent, the parent

University Policies, cont.

will be required to sign an Affidavit of Dependency which affirms that the student is his/her tax dependent. The affidavit will be retained by the University Registrar Services and must be renewed each tax year. Upon receipt of these documents, the dependent student records will be made available to the parent as specified under FERPA.

4. The right to file a complaint with the U.S. Department of Education concerning alleged failures by Arizona State University to comply with the requirements of FERPA. Students are encouraged to first contact the University Registrar's Administration Office at 480.965.7302. A complaint may be filed with the Department of Education at the following address:

Family Policy Compliance Office

U.S. Department of Education

400 Maryland Avenue, SW

Washington, DC 20202

Definitions:

Student is any individual formally admitted and is or has been in attendance at ASU. The term does not apply to applicants for admission, nor does it apply to persons who have been admitted but who have not registered.

Education Record is any record(s) directly related to a student and maintained by Arizona State University or by a party acting for the University. This includes any information or data recorded in any medium, including, but not limited to: handwriting, print, computer media, video or audio tape, film, microfilm, and microfiche.

Directory Information (or releasable information) is general information that may be released to anyone without the consent of the student, unless the student indicates otherwise, except to the extent that FERPA authorizes disclosure without consent, including:

- Student Name
- Addresses (e.g., local, home, mailing and ASU e-mail, including directory number)

- Telephone Number(s)
- Date of Birth
- College
- Major
- Academic Level
- Dates of Attendance
- Enrollment status (e.g., undergraduate or graduate, full-time or part-time)
- Most Recently Attended Institution
- Participation in Officially Recognized Activities/Sports
- Weight/Height of Members of Athletic Teams
- Degrees, Honors and Awards Received (including Dean's List, National Merit, National Achievement, and National Hispanic Scholars)

Personally Identifiable Information (or non-releasable information) includes all information not defined as directory information, plus any information including directory information that the student has instructed ASU not to release. Personally identifiable information may not be released without the prior written consent of the student, except to the extent that FERPA authorizes disclosure without consent.

Student Control of Directory Information

Students may control release of directory information by submitting the appropriate form to any University registration location.

Unless otherwise requested, a student's name, email address, academic level, college and major may appear in the directory of faculty, staff, and students on ASU's web directory. To avoid the release of directory information in the directory, complete the appropriate form located at students.asu.edu/forms/withhold-directory-information-request.

University Policies, cont.

ASU has a policy that regulates and permits the sale of enrolled student directory information only through the University Registrar's Office. Unless otherwise directed by the student, directory information is subject to sale to outside purchasers.

Students accessing education records or receiving University services must provide proof of identification.

Questions or requests for additional information may be directed to any University registration location. Additional information, including FAQ's, is available on the web at <http://students.asu.edu/policies/ferpa>.

ACD 401: Prohibition Against Discrimination, Harassment, and Retaliation

Arizona State University is committed to providing an environment free of discrimination, harassment, or retaliation for the entire university community, including all students, faculty member, staff employees, and guests. ASU expressly prohibits discrimination, harassment, and retaliation by employees, students, contractors, or agents of the university based on any protected status: race, color, religion, sex, national origin, age, disability, veteran status, sexual orientation, gender identity, and genetic information.

Inappropriate conduct need not rise to the level of a violation of federal or state law to constitute a violation of this policy and to warrant disciplinary action/sanctions.

All employees, students, volunteers, contractors and agents are responsible for participation in and assisting with creating and maintaining an environment at ASU free from all forms of prohibited discrimination, including harassment and retaliation.

ACD 402: Romantic or Sexual Relationship Between Faculty Members and Students.

ACD 815: Romantic or Sexual Relationships Between Staff/Volunteers and Students

TA/RA Handbook: Prohibition of Amorous Relationships

SPP 205: Nepotism and Relationships Between Employees

No employee of the university may hire, review, supervise, direct, discipline, promote, influence, or participate in decisions involving hire, retention, supervision, promotion, evaluation or compensation of a relative or member of the employee's established household, or a person with whom the employee is in a romantic or sexual relationship.

Additionally, all employees, including Faculty, staff and volunteers as well as TA/RA's are prohibited from engaging in a romantic or sexual relationship with a student over whom they exercise, or can reasonably be expected to exercise, academic or employment authority or influence. Such authority or influence includes, but is not limited to, employment-related decisions such as hiring,

evaluation or discipline, and academic-related decisions such as grading, transfers, evaluations, formal mentoring or advising, supervision of research, employment of a student as a research or teaching assistant, exercising substantial responsibility for honors or degrees, or considering academic disciplinary action involving the student.

Title IX Compliance

Title IX of the Education Amendments of 1972 as amended protects individuals from discrimination based on sex in any educational program or activity operated by recipients of federal financial assistance. As required by Title IX, ASU does not discriminate on the basis of sex in the education programs or activities that we operate, including in admission and employment. Inquiries concerning the application of Title IX may be referred to the Title IX Coordinator or to the U.S. Department of Education, Assistant Secretary or both.

ASU is committed to providing an environment free from discrimination based on sex and provides a number of resources and services to assist students, faculty and staff in addressing issues involving sex discrimination, including sexual violence.

Title IX Sexual Harassment, including sexual violence, sexual harassment, stalking and relationship violence have a profound impact on a victim's academic, social, working, and personal life, and negatively affects victims' friends and families, other students, co-workers, and members of the university community. To combat this complex social problem, ASU provides a variety of resources and education programs designed to prevent sexual violence and other acts of sexual misconduct, including sexual harassment, provide information about what to do when an incident has occurred, and increase awareness of campus and community resources for support and response. For information about specific resources, educational opportunities, and policies and procedures, please go to ASU's Sexual Violence Awareness and Response website at:

<https://sexualviolenceprevention.asu.edu/>

Discrimination Complaints

Complaints of alleged discrimination in employment and educational programs and activities on the basis of race, color, religion, national origin, sex, gender identity, sexual orientation, age, disability, and qualified veteran statuses may be referred to the offices listed on the following page for review, investigation and resolution.

No Retaliation

A report of alleged discrimination can be made without fear of jeopardizing the employment or academic standing of an employee or student.

University Policies, cont.

File a Report of Discrimination/Harassment or a Formal Complaint of Title IX Sexual Harrassment

Any incidents that include faculty or staff can be reported to the Office of University Rights and Responsibilities (URR). Reporting to URR can be done in addition to reporting to the police for criminal prosecution. File an incident report with the Office of University Rights and Responsibilities at 480-965-5057 or urr@asu.edu. Formal Complaints of Title IX Sexual Harassment must be filed with the Title IX Coordinator. A list of all reporting options can be found at: asu.edu/reportit/

Against an ASU Student	Downtown Phoenix	Polytechnic	Tempe & Online Students	West
Contact the office of student rights and responsibilities on your campus:	Post Office, Room 243 602-496-0670	Administration Bldg, Room 102 480-727-5269	Student Services Bldg, Room 263 480-965-6547	University Center Bldg, Room 301 602-543-8152

File a Criminal Complaint

ASU Police	325 E. Apache Blvd., Tempe, AZ 85287-1812 Emergency: 911 Non-emergency: 480-965-3456
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Additional questions can be directed to:

TITLE IX COORDINATOR AND SPECIAL COUNSEL

Jodi Preudhomme, Office of the President
1120 S. Cady Mall INTDSB Suite 284
Tempe, AZ 85287
480.965.0696/480.965.0865 fax
TitleIXCoordinator@asu.edu

Accommodations for Students with Disabilities

Students with disabilities attending ASU, regardless of location (on site or online), can utilize the Student Accessibility and Inclusive Learning Services. Students with disabilities should use the following process to facilitate access to programs and services at ASU from the first day of classes:

- Register for classes on their assigned Registration Date, and
- Register with the Student Accessibility office if you are not already registered
- Request accommodations immediately following enrollment (**please note**, you need to request accommodations each semester).

Note: Some accommodations, including but not limited to: alternative print formats, (e.g., Braille, e-text, large print), interpreting services, lab materials conversions, assistive technology, and the hiring of lab assistants, may require up to one semester in preparation time.

Returning Students: Go to <https://eoss.asu.edu/accessibility>, sign into the Student login, Connect to request accommodations for ASU classes.

New Students: Go to <https://eoss.asu.edu/accessibility>, select New Registration Form link and submit it to initiate your registration with Student Accessibility. Make sure to use your ASURITE username and password. If you have questions, do not hesitate to contact us.

Contact Information: You can reach any of our offices by utilizing the information below:

Student.accessibility@asu.edu
(480) 965-1234

Tempe campus	West campus	Polytechnic campus	Downtown Phoenix campus & Tucson School of Social Work
Matthews Center, 1st floor	University Center Building, Room 304	Wanner Hall, Room 101	POST 201
Monday–Friday / 8:00am–5:00pm			

Directory of Selected Campus Services, Resources, and Contacts

Campus	Phone	Email	Location	Mailing Address
Tempe campus	480.965.9011	askasu@asu.edu	University Dr. and Mill Ave., Tempe, AZ	See: asu.edu/contactasu/addressing
West campus	602.543.5500	westinfo@asu.edu	4701 W. Thunderbird Rd., Glendale, AZ 85306	PO Box 37100, Phoenix, AZ 85069-7100
Polytechnic campus	480.727.3278	poly@asu.edu	Power Rd. and Williams Field Rd., Mesa, AZ	7001 E. Williams Field Rd, Mesa, AZ 85212
Downtown Phoenix campus	602.496.INFO (4636)	askdpc@asu.edu	411 N. Central Ave., Phoenix, AZ 85004	See: asu.edu/contactasu/addressing
University Registrar Services				
Campus	Phone	Fax	Location	Mailing Address
Tempe campus	480.965.3124	480.965.7722	Student Services Bldg, Rm 150	PO Box 870312, Tempe, AZ 85287
West campus	480.965.3124	602.543.8312	University Center Bldg, Rm 101	PO Box 37100, Phoenix, AZ 85069
Polytechnic campus	480.965.3124	480.727.1008	Administration Bldg	5990 S. Sterling Mall, Mesa, AZ 85212
Downtown Phoenix campus	480.965.3124	602.496.0376	University Center Bldg, Rm 130	411 N. Central Ave. Ste 130, Phoenix, AZ 85004
Residency Classification				
Campus	Phone	Fax	Email	Location and Mailing Address
Tempe campus	480.965.7712	N/A	residency@asu.edu	Student Services Bldg, Rm 150 PO Box 870312 Tempe, AZ 85287
Student Business Services				
Department	Phone	Fax	Location	Mailing Address
Collections	480.965.5220	480.965.4587	Student Services Bldg, Rm 234	PO Box 870303 Tempe, AZ 85287-0303
Student Financial Assistance				
Campus	Phone	Fax	Email	Location and Mailing Address
Tempe campus	855.278.5080	480.965.9484	N/A	Student Services Bldg, 2nd Floor PO Box 870412 Tempe, AZ 85287
West campus	855.278.5080	480.965.9484	N/A	University Center Bldg, Rm 101 PO Box 37100 Phoenix, AZ 85069
Polytechnic campus	855.278.5080	480.965.9484	N/A	Administration Bldg 5990 S. Sterling Mall Mesa, AZ 85212
Downtown Phoenix campus	855.278.5080	480.965.9484	N/A	University Center Bldg, Rm 166 411 N. Central Ave., Phoenix, AZ 85004
Student Employment Office				
Campus	Phone	Fax	Email	Location and Mailing Address
Tempe campus	480.965.5186	480.965.9816	seo@asu.edu	Student Services Bldg, 2nd Floor PO Box 870412, Tempe, AZ 85287

Student Right to Know Act and Higher Learning Commission Data

As part of the federal Student Right to Know Act, institutions receiving Title IV funding are required to disclose certain information, such as completion or graduation rates of degree-seeking, full-time students entering the institution, to current and prospective students. Similarly, the Higher Learning Commission requires that institutions publish student achievement information, such as completion rates, job placement rates or other information useful for current and prospective students. In furtherance of those mandates, the following "Facts About ASU" section provides valuable consumer information about the success of ASU's students.

Facts About ASU

Arizona State University enjoys a national reputation as a leading research institution. ASU produces more graduates than any other university in the state. Students from around the nation and the world choose ASU because of its diversity and quality of academic, student, and research programs, a beautiful campus setting, and the value of the ASU degree in today's world.

Academic Environment

ASU offers 206 bachelor's degree programs, 228 master's degree programs, 90 doctoral programs, and one law degree program.

Undergraduate Students

ASU enrolled 16,830 first-year students for the Fall 2021 semester. **Of the first-year students, 25.6% graduated in the top 10% of their high school class.** The average ACT composite score of full-time first-year student is 24. The average SAT combined score is 1245.

ASU enrolled 14,513 new transfer students for the Fall 2021 semester with 28.0% of the new transfers coming from community colleges in Arizona.

The graduation rate for 2016 lower division transfer students graduating in 5 years or less was 60.9%

The graduation rate for 2017 upper division transfer students graduating in 4 years or less was 72.6%

Undergraduate Enrollment

ASU enrolled 107,431 undergraduates in the Fall 2021 semes-

ter. Seniors (Seniors: 38,864; Juniors: 29,231; Sophomores: 20,319; Freshmen: 18,318) compose the largest class, representing more than a quarter of the student body and over a third of the undergraduate enrollment. ASU enrolled students from every state and from 120 countries in the Fall 2021 semester.

Undergraduate Student Profile

43.4% are from ethnic minority backgrounds

3.9% are international students

The average age is 24.

Graduate Enrollment

ASU enrolled 28,322 graduates in the Fall 2021 semester

Graduate Student Profile

30.3% are from ethnic minority backgrounds.

24.0% are international students.

Student Athlete Profile

For information on student athlete graduation rates, please visit the following webpage

<http://www.ncaa.org/about/resources/research/graduation-rates>

Degrees Awarded

In 2020-2021, ASU awarded 22,067 bachelors, 8,829 masters, 701 doctoral and 282 law degrees.

The graduation rate for 2015 full-time first-year students graduation in six years or less was 66.9%. Information on students who transfer out from ASU is not recorded, therefore is not available.

The six-year graduation rate for 2015 full-time first-year students receiving Pell grants, receiving subsidized Stafford Loans but no Pell grant, and receiving neither Pell grant nor Stafford loan was 60.s%, 61.0% and 72.0% respectively.

Career and Professional Development Services

ASU's Career and Professional Development Services posts career outcomes data at the following address:
<https://career.asu.edu/>