Tuition, Fees, and Related Policies Bulletin

2016-2017

SYRACUSE UNIVERSITY

Syracuse University Bulletin
Tuition, Fees, and Related Policies

This publication contains the official fee schedules and related policy statements for Syracuse University. The fees and policies within are subject to change without prior notice. Tax may be applicable and added to the amount of any University fee and charged in accordance with applicable law.

Effective May 1, 2016

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2016-2017 Financial Calendar

The University Business Cycle at a Glance — Billing dates and due dates are approximate dates, subject to change.

Fall Semester 2016

July

First semester billing sent—still time to get on the Monthly Payment Plan. See pg. 8. First fall payment plan bill sent on June 10.

1-31 Make sure all your financial aid documents have been submitted.

8 Second fall payment plan bill sent.

22 All fall charges are due for non-payment plan—avoid financial hold. See pg. 8.

August

5 Third fall payment plan bill sent.

29 First day of classes.

29 Late registration begins.

September

6 Late registration ends.

9 Fourth fall payment plan bill sent.

12 College of Law—Last day to drop courses without financial penalty. See pg. 3.

19 Last day to drop courses without financial penalty. See pg. 3.

23 Non-payment plan bill sent.

October

7 Fifth fall payment plan bill sent.

21 Final fall bill due for non-payment plan—avoid financial hold. See pg. 8.

November

1 Final fall Monthly Payment Plan bill due. Fall semester should now be paid—avoid financial hold. See pg. 8.

4 Spring semester bill is sent.

4 First spring payment plan bill sent.

9 Registration for spring 2017 begins.

December

2 All spring semester charges are due for non-payment plan—avoid financial hold. See pg. 8.

9 Second spring payment plan bill sent.

16 Registration for spring 2017 ends.

Spring Semester 2017

January

17 Late registration for spring begins.

17 First day of classes.

20 Third spring payment plan bill sent.

24 Late registration for spring ends.

February

7 College of Law—Last day to drop courses without financial penalty. See pg. 3.

7 Last day to drop courses without financial penalty. See pg. 3.

17 February bill sent for non-payment plan and for fourth spring payment plan.

March

10 February bill due, both non-payment and payment plan—avoid financial hold. See pg. 8.

17 Fifth spring payment plan bill sent.

22 Summer 2017 registration begins.

30 Registration for Fall 2017 begins.

April

14 April bill sent for non-payment plan and payment plan.

May

5 Final spring monthly payment plan due—spring semester should now be paid—avoid financial hold. See pg. 8.

10 Registration for fall 2017 ends.
Please check all your accounts before leaving campus.
Have a good summer.

12 Final spring semester billing.

15 First day of Maymester. Late registration begins.

22 First day of Summer Session I and combined Summer Session late registration begins—avoid financial hold. See pg. 8.

2016-2017 Academic Calendar

Summer 2016

Maymester	May 16-27
Memorial Day (no classes)	May 30
Combined Summer Session	May 23-August 12
First Summer Session	May 23-July 1
Second Summer Session	July 5-August 12
College of Law	May 17-July 13

Fall 2016

Main Campus and **University College**	August 29-December 16
College of Law	August 22-December 16
Registration	
Main Campus (New students only)	August 27-28
University College	April 4-August 28
Late Registration and Schedule Adjustment	
Main Campus	August 29-September 6
College of Law	August 15
***University College**	August 29-September 6
Labor Day (no classes)	September 5
Spring 2017 Registration	
Main Campus	November 9-December 16
College of Law	October 31-November 26
University College	November 9-January 16
Thanksgiving Vacation	November 20-November 27
Last Day of Classes	December 9
College of Law	December 5
Reading Days	
Main Campus and **University College**	December 10-11 13, 15 (a.m. only)
College of Law	December 6-7
Exam Period	
Main Campus and **University College**	December 12, 14, 16 13, 15 (p.m. only)
College of Law	December 8-16

* Drop via MySlice through official academic deadline. See dates at *parttime.syr.edu*

Spring 2017

Main Campus and **University College**	January 17-May 10
College of Law	January 17-May 11
Registration	
Main Campus (new students only)	January 14
University College	November 9-January 16
Late Registration and Schedule Adjustment	
Main Campus and ***University College**	January 17-24
College of Law	January 10
Martin Luther King Jr. Day (no classes)	January 16
Spring Vacation	March 12-19
Fall 2017 Registration	
Main Campus	March 30-May 10
University College	March 30-August 27
College of Law	March 27-April 20
Last Day of Classes	May 2
College of Law	May 1
Reading Days	
Main Campus and **University College**	May 3, 6, 7
College of Law	May 2
Exam Period	
Main Campus and **University College**	May 4, 5, 8-10
College of Law	May 3-11
Commencement	
Main Campus and **University College**	May 14
College of Law	May 12

Financial Deadlines for Dropping Full Session Courses with Full Refund**

Summer 2016	
Main Campus and University College	
Maymester	May 17
First Summer Session (6 week courses)	May 31
Second Summer Session (6 week courses)	July 12
(8-12 week courses)	June 9
College of Law	May 31
Fall 2016	
Main Campus, and **University College**	September 19
College of Law	September 12
Spring 2017	
Main Campus, and **University College**	February 7
College of Law	February 7

**Flexible format classes are located in separate sessions with deadlines specific to each class. Consult your class schedule.

Tuition

Tuition rates are determined by the student's college of registration and class level.

Undergraduate Students

Main Campus

Per semester (12-19 credits)	$21,720
Per credit (first 11)	1,891
Per credit (20 or more)	1,305
Winterlude per credit	1,156

University College (UC)

Per semester (12-19 credits)	21,720
Per credit (first 11)	783
Per credit (20 or more)	1,305
Winterlude per credit	783

Summer Sessions

Main campus, per credit	1,156
Syracuse University Abroad, per credit	1,156
University College	
Per credit (first 11)	783
Per credit (12 or more)	1,156

Syracuse University Abroad

Per semester (12-19 credits)	21,720
Per credit (first 11)	1,891
Per credit (20 or more)	1,305

Engineering Cooperative Education Program

Per semester, on campus	21,720

Graduate Students

Main Campus, University College (UC), Online, Winterlude

Per credit	$ 1,443

Communications @SU

Per Credit	1,818

School of Education—Extended Campus

Per credit	1,157

Syracuse University Abroad

Per credit	1,443

Summer Sessions

Main campus, per credit	1,443
Syracuse University Abroad, per credit	1,443
University College/	
UC online, per credit	1,443
School of Education—Extended	
Campus, per credit	1,157

COMBINATION COURSES

Graduate students who take a combination of main campus, University College, or extended campus courses are charged as follows:

Full-time: pay main campus per credit rate.

Part-time: pay main campus, UC, per credit rate for main campus,

UC courses, pay extended campus rate for extended campus courses.

College of Law

Law students pay the College of Law tuition rates for all courses taken at Syracuse University, including courses taken outside of the College of Law in other SU schools and colleges. In addition, students who are enrolled in a joint degree program with the College of Law pay College of Law tuition rates for the duration of the joint program.

Non-matriculated students who enroll in law courses will pay the College of Law tuition rate. Non-matriculated students who audit law courses are subject to the law student audit policy.

JD Students

Per semester (12-19 credits)	$23,230
Per credit (first 11)	2,038
Per credit (20 or more)	1,387
Summer Session 2016, per credit	2,027
SU Abroad Summer Law Program, per credit	1,443

LL.M. Students

Per semester (12-19 credits)	24,750

AUDIT POLICY

Undergraduate Students

(1) No charge is made for courses audited during a fall or spring semester in which the student is registered as a full-time student (12 or more credits exclusive of audit courses).

(2) Students registered for fewer than 12 credits will be charged 60 percent of the undergraduate tuition rate for courses audited.

(3) During summer sessions, students will be charged 60 percent of the undergraduate tuition rate for courses audited regardless of the number of credits for which they are registered.

Graduate Students

(1) No charge is made for courses audited during a fall or spring semester in which the student is registered for 9 or more credits exclusive of audit courses.

(2) Students registered for fewer than 9 credits will be charged 60 percent of the graduate tuition rate for courses audited.

(3) Graduate students who have appointments as Graduate Assistants and Syracuse University Graduate Fellows are eligible to audit courses during the fall and spring semesters at no additional charge.

(4) During summer sessions, all students (including graduate assistants or fellows) will be charged 60 percent of the graduate tuition rate for courses audited regardless of the number of credits for which they are registered.

(5) Students registered for zero credits of thesis, dissertation, or degree in progress will be charged 60 percent of the graduate tuition rate for courses audited.

Law Students

(1) No charge is made for courses audited during a fall or spring semester in which the student is registered as a full-time student (12 or more credits exclusive of audit courses).

(2) Students registered for fewer than 12 credits will be charged 60 percent of the law tuition rate for courses audited.

(3) During summer sessions, students will be charged 60 percent of the law tuition rate for courses audited regardless of the number of credits for which they are registered.

Winterlude

Winterlude classes are condensed ***online*** classes held between the fall and spring semesters.

Very Important: The cost of a Winterlude course is separate and in addition to any tuition costs you may incur in the traditional spring term. For example, if as an undergraduate, you register for 12 to 19 hours in the spring, you will be charged our published flat rate of tuition plus the additional prevailing cost for the Winterlude course. Winterlude classes are not covered by the Prepaid Tuition Plan. If you have any questions, call the Bursar's Office at 315.443.2444 or e-mail *Bursar@syr.edu*.

DROPPING A WINTERLUDE CLASS:

Winterlude classes have unique deadlines that do not follow the published official term deadlines for spring 2017 classes. You will have access to drop these classes online. Drop deadlines are available by consulting MySlice > My Class Schedule or by View Financial Deadlines after you have registered.

Tuition

SU students registered for courses at SUNY ESF or SUNY Upstate Medical University:
As an SU student, should you enroll in any course(s) offered by either of these state institutions during the fall or spring semesters, and are billed by Syracuse University, you are subject to SU tuition rates and fees as detailed in this publication. If you have additional questions, please call the Bursar's Office at 315.443.2444.

OVERLOAD RATE EXCEPTION (20 CREDITS OR OVER)

Renée Crown University Honors Program
Honors Program students in good standing who register for more than 19 credits in a given semester will not be charged for additional (over 19) credits if they meet the following criteria: (a) a cumulative GPA of 3.5 or higher at the beginning of the semester for which the overload was approved and (b) no outstanding incomplete grades.

Juniors and Seniors
Juniors and seniors who receive permission from their college to carry a credit overload may request not to be charged for additional credits (over 19) if they meet the following criteria: (a) a cumulative GPA of 3.5 or higher at the beginning of the semester for which the overload was approved, (b) no outstanding incomplete grades, and (c) registration as a full-time student at Syracuse University for two previous semesters. A copy of the petition approving the overload must be presented to Bursar Operations, where the determination of eligibility for this rate exception will be made.

RATE EXCEPTION (LAST SEMESTER SENIOR)
Undergraduates enrolled in a four year program who have completed eight regular* semesters of academic work as full-time students on main campus and who have eleven or fewer credits to complete toward their bachelor's degree may petition through the dean of their home college to take these credits during their last semester at the University College tuition rate without being required to transfer to University College.

Undergraduates enrolled in a five year program must have completed ten regular semesters of academic work as full-time students on main campus to qualify for the rate exception.

Students who are able to complete their degree requirements in fewer than eight or ten regular semesters, e.g. due to increased course loads per semester or course work completed during summer, are not eligible for this rate exception.

* fall and spring semesters

ADVANCE PAYMENTS
Advance payments are *nonrefundable* and are required of all full-time students according to the following schedule:

Undergraduate students	$500
Early decision	February 15
Freshmen	May 1
Returning students	June 1
College of Law students—entering JD and transfer students	
First deposit	500
Second deposit	500
LL.M. Students deposit	250

Graduate students—first year only

School of Architecture Master's degree candidates	500
School of Information Studies	500
S.I. Newhouse School of Public Communications All master's degree candidates except communications management	500
College of Engineering and Computer Science Master's degree candidates (FALL ONLY)	500
Martin J. Whitman School of Management Master's degree candidates	500
Audiology (Au.D.)	500
International Relations (MA)	500
Nutrition Science (MA, MS)	500
Public Administration (MPA)	500
Speech-Language Pathology Master of science degree candidates	500
Syracuse University Abroad Within 10 days from date of receipt of acceptance letter	550

ACADEMIC FULL-TIME STATUS

Undergraduate Students
Registration for 12 or more credit hours confers full-time academic status on an undergraduate student during any semester (fall, spring, and summer). Engineering and Computer Science students registered in the cooperative education program for zero hours in semesters when they are on work assignments are considered to be full-time.

Graduate Students
A graduate student is considered full-time when:
(1) Registered for full-time study (9 credits in the fall, spring, or summer in a program approved by the student's advisor), or
(2) Holding an appointment as a graduate assistant or fellow and registered for the semester (fall or spring only).
(3) Registered for fewer than 9 credits, but at least for zero credits of thesis, dissertation, or degree in progress, and engaged, at a level equivalent to full-time study, in one or more of the following activities, as appropriate and certified by the student's program:
- Studying for preliminary, qualifying, or comprehensive exams;
- Studying for a language or tool requirement;
- Actively working on a dissertation or thesis;
- An internship

College of Law Students
Registration for 12 or more credits confers full-time status on a law student during a fall or spring semester.

In the case of students matriculated in joint degree programs, one of which is the J.D. degree, this requirement for full-time status takes precedence over the 9-credit criterion for full-time status as stated in (1) above.

SATISFACTORY ACADEMIC PROGRESS FOR GOVERNMENT-SPONSORED AND UNIVERSITY FINANCIAL AID

The policy on satisfactory academic progress for government-sponsored and university financial aid is available on the "Policies" page of the Office of Financial Aid and Scholarship Programs web site, *syr.edu/financialaid*.

FLEXIBLE FORMAT CLASSES

Syracuse University matriculated and non-matriculated students may take flexible format classes to fulfill program requirements. Flexible format classes offer alternatives and convenience, allowing choices about where, when, and how your learning occurs. You may view the financial deadline for each class online. **You are advised to pay close attention to these deadlines** when you enroll for these courses. While they have the same academic standards and expectations as regular traditional semester courses, flexible format courses:

- Do not coincide with the designated meeting patterns associated with the University's published official terms; and
- Have unique academic and financial deadlines

Residence Rates and Policies

SINGLE STUDENTS

All utilities are provided at no additional cost.

UNDERGRADUATE HOUSING

Residence Halls

All single student housing agreements are for the academic year (two semesters—fall and spring).

(per student, per semester)	
1-person suite (Haven)	$5,635
2-person suite (Haven)	5,020
2-person suite with bath (Washington Arms, Watson)	5,020
3-person suite with bath (Washington Arms)	4,575
Corner double (Lawrinson)	4,215
Large open double with bath	4,390
Large open double with bath (Sheraton) (check out no later than 5/10/17)	4,655
Large open double	4,215
Large single/large single with bath	5,055
Large split double	4,215
Open double with bath	4,215
Open double	3,845
Open Quad	3,360
Regular single	4,565
Split double	4,215
Suites (all others)	4,365
Open Triple	3,215

Apartments

All single student housing agreements are for the academic year (two semesters—fall and spring) and are furnished.

(per student, per semester)	
1-bedroom apartment/1 student	$5,385
2-bedroom apartment/2 students	5,005
3-bedroom apartment/3 students	4,620
Ten-month Lease Agreement (check out no later than 5/31/17) 4-bedroom apartment/4 students (University Village Apts)	5,625

Housing Advance

All returning single students applying for space in University housing must make a $450 housing advance payment to the Bursar Operations Office. New students must complete an on-line Housing and Meal Plan Application with the required housing advance payment after acceptance to the University. A full refund of the deposit will be processed through July 1 for undergraduate students for cancellation of housing for reasons of withdrawal from the University, academic disqualification, attendance at an off-campus academic program, or medical leave of absence. After July 1 for undergraduate students, refunds will be processed for students who leave the University involuntarily for reasons such as academic dismissal or medical leave. Students not obligated to the University's two-year housing requirement who select rooms during the lottery process may cancel their assignment online to reside off campus or commute from home through May 1, 2016 and will be charged a $450 cancellation fee. After May 1, 2016, the academic year housing commitment is financially binding regardless of class standing unless the student withdraws from the University. Students not in attendance on the main campus for the fall semester are governed by housing deposit policies stated previously.

Residency Requirement Fee

Syracuse University requires students to reside in University housing during their first two years of enrollment, regardless of class standing. Students will be financially responsible for the cost of University housing attributable to the mandatory periods, even if they fail to occupy University housing as required. This fee will be charged on a semester basis and will equal the cost of a South Campus two-bedroom apartment.

Room Change Charges

Adjustments to charges as a result of a room change during the semester are computed on a weekly prorated basis.

Damage Charges

All charges for damage to University property assessed by the Housing Office are to be paid to Bursar Operations. Charges will appear on the billing statement from Bursar Operations.

Termination

Terms of cancellation are described in the publication *Terms and Conditions of Student Housing 2016-2017*. The University reserves the right to evict students who do not comply with *Terms and Conditions of Student Housing*.

Meals

Meal Plan Rates and Policies

PREMIUM MEAL PLAN
Per semester $4,455

Available to all students. Includes all meals seven days a week in North Campus dining centers and 26 guest meals for friends and family. Special events, such as midnight breakfasts, pizza parties, and coffee and donut exam breaks are also included. This plan comes with a SUpercard Food account of $675.

DELUXE MEAL PLAN
Per semester $4,025

Available to all students. Includes all meals seven days a week in North Campus dining centers and 24 guest meals for friends and family. Special events, such as midnight breakfasts, pizza parties, and coffee and donut exam breaks are also included. This plan comes with a SUpercard Food account of $245.

19-MEAL PLAN
Per semester $3,845

Available to all students. Includes 19 meals a week in North Campus dining centers and 18 guest meals for friends and family. Special events, such as midnight breakfasts, pizza parties, and coffee and donut exam breaks are also included. This plan comes with a SUpercard Food account of $195.

14-MEAL PLAN
Per semester $3,575

Available to all students. Includes 14 meals a week in North Campus dining centers and 15 guest meals for friends and family. Special events, such as midnight breakfasts, pizza parties, and coffee and donut exam breaks are also included. This plan comes with a SUpercard Food account of $180.

10-MEAL PLAN
Per semester $3,055

Available to the following students only: graduate, seniors, juniors, and sophomores. Includes any 10 meals a week in North Campus dining centers and 9 guest meals for friends and family. This plan comes with a SUpercard Food account of $155.

7-MEAL PLAN
Per semester $2,540

Available to the following students only: graduate, seniors, juniors and, sophomores. Includes any 7 meals a week in North Campus dining centers and six guest meals for friends and family. This plan comes with a SUpercard Food account of $320.

5-MEAL PLAN
Available to the following students only: graduate, seniors, and juniors. Includes any 5 meals a week in North Campus dining centers, and five guest meals for friends and family.

5-Meal A Plan
Per semester $1,790
In addition to the 5-Meal Base Plan, this plan comes with five guest meals and a SUpercard Food account of $185.

5-Meal B Plan
Per semester $1,890
In addition to the 5-Meal Base Plan, this plan comes with five guest meals and a SUpercard Food account of $285.

5-Meal C Plan
Per semester $1,990
In addition to the 5-Meal Base Plan, this plan comes with five guest meals and a SUpercard Food account of $385.

5-Meal D Plan
Per semester $2,090
In addition to the 5-Meal Base Plan, this plan comes with five guest meals and a SUpercard Food account of $485.

5-Meal E Plan
Per semester $2,190
In addition to the 5-Meal Base Plan, this plan comes with five guest meals and a SUpercard Food account of $585.

All undergraduate students living in North Campus University housing, the Sheraton Hotel, and students residing in the Skyhalls are required to be on a University meal plan. Meal plan options are based on the student's class standing. Meal plans are arranged on a semester basis, and unless changed, the plan selected for the fall semester will be automatically reinstated for the spring semester.

No refund or reimbursement will be made for the unused portion of any meal plan. Food accounts carryover from fall semester to spring semester, but must be used in full by the end of the spring semester; there are no refunds of unused SUpercard Food accounts.

All meal plans entitle the student to enter a dining center during the hours scheduled for a meal. It is a violation of the *Student Code of Conduct* to use another student's SU I.D. card to access the dining center and/or meals. In the case of a lost or stolen I.D. card, the student is responsible for its use until its loss is reported to either I.D. Card Services or Public Safety (after hours and on weekends).

Changes to meal plans will be permitted during the first 10 calendar days after classes commence each semester. Cancellation of meal plans is permitted during the first 10 calendar days after classes commence for students residing off-campus or in a South Campus apartment, leaving North Campus University housing, the Sheraton Hotel, the Skyhalls, or withdrawing from SU. Refunds are computed according to the meal plan refund policy described in the section "SU Refund Policies."

SUpercard Food Account

SUpercard Food is a declining basis debit account that allows students to use their SU I.D. to purchase food and beverages in dining centers, Schine and Goldstein Dining Centers, Kimmel and Brockway Food Courts, all University Food Services snack bars, Food Works and FW II campus groceries, Campus Delivery, Warehouse Café, Starbucks at Campus West, and University Vending machines.

All meal plans include a SUpercard Food account which can be supplemented in increments of $25. SUpercard Food accounts carryover from fall to spring.

There are no transfers or carryovers of unused balances in food accounts after June 30.

SUpercard Food account food and beverage purchases are exempt from the 8 percent New York State sales tax.

SUperfood Plan

Per semester $995

This option is available to South Campus apartment residents and off-campus students. It provides a SUpercard Food account of $995. When selected for the fall semester, the SUperfood plan will automatically be reinstated for the spring semester unless canceled by the student. SUperfood funds carryover from fall to spring, however, there are no transfers or carryovers of unused balances in food accounts after June 30.

PLUS Account

PLUS is a declining balance cash account that provides access to goods and services, other than food, through the SU I.D card. This account is separate from the SUpercard Food account and can be used for campus washers and dryers, to buy tickets at the Schine Box Office and Carrier Dome Box Office, at the Schine Copy Center, in campus convenience stores, in copiers run by Vending Services in Goldstein Student Center and selected academic buildings (Slocum, Syracuse Stage, Warehouse, and Whitman), in the Orange Shoppe stores in the Carrier Dome, and for all products in the SU Bookstore.

PLUS account balances carryover from the fall semester to spring semester. Unused balances on the PLUS account after Commencement day will be credited to the student's bursar account.

Payment Policies
Financial Hold and Registration Eligibility

Payment Policies

All charges must be paid in full on the date established by the University for each semester. The only exception to this policy is for students enrolled in the Monthly Payment Plan or the Student Deferred Payment Plan who have made all required payments before registration.

Payment may be made electronically through the use of various options detailed on our web site at *bursar.syr.edu*. In addition payment may also be made by check. Clearly indicate the student's University I.D. number on the check. Checks must be in U.S. dollars, drawn on a U.S. bank. In the event that checks are not drawn on a U.S. bank and/or not payable in U.S. funds, the student account will be credited for the dollar value of the check, and will be charged for any unavoidable service charges incurred while processing the payment. No two-party checks will be accepted as payment for any University financial obligation. Postdated checks will not be accepted or held.

It is the responsibility of the student who is receiving financial aid from any source to ensure that the financial aid is available at the time of registration.

Students who are to receive tuition benefits from their employers paid directly to SU must present a signed letter of authorization indicating a billing address and the number of credits for which the employer is accepting responsibility.

Undergraduate Students - Main Campus

All charges must be paid in full on or before July 22 for the fall semester and on or before December 2 for the spring semester.

Graduate Students

All charges must be paid by the due date per the billing statement sent in September for fall and February for spring.

College of Law Students

All charges must be paid in full on or before July 22 for the fall semester and on or before December 2 for the spring semester.

University College Students

All UC and UC Online students must pay or make satisfactory payment arrangements at the time of registration. Depending on your payment option, class, program fees, and late registration fees may require payment in full at checkout. Our enhanced registration process will indicate Payment Awards specific to you at the time of UC Online registration. You will then be required to choose a Payment Option to cover any balance not covered by applicable Payment Awards. Any registration without a complete payment arrangement will result in cancellation of your entire class schedule. If you have any questions regarding your Payment Awards or what Payment Option is best for you, please review the PAYMENT OPTIONS AND AWARDS at *parttime.syr.edu*, in the Studies at Syracuse University/University College/Course Schedule or call the Bursar & Registration Office at 315.443.4135. We are here to help you!

Monthly Payment Plan

The Monthly Payment Plan is available to all main campus undergraduates, graduates, law students, and students registered through Syracuse University Abroad. SUNY College of Environmental Science and Forestry students may use the plan for meal plan charges. There is an annual nonrefundable application fee of $75 for participation in the plan.

The Monthly Payment Plan combines the elements of a deferred payment and a prepayment program. The total charges for each semester must be paid in monthly installments that will be recalculated based on account activity.

If you participate in this plan for the fall semester, your fall semester charges must be paid in full by November 1. If you participate in this plan for the spring semester, your spring semester charges must be paid in full by May 5. Graduate students' payment plans are a three month duration with the first bill for fall sent in September and the first bill for spring sent in January.

Payment plan billing for fall semester begins in June and in November for spring semester. Students desiring to use the Monthly Payment Plan are encouraged to sign up as soon as possible to realize the maximum number of months over which to pay the balance due. **A Monthly Payment Plan application must be completed each year.**

There is no interest charge or finance charge (zero percent annual percentage rate) imposed for use of the Monthly Payment Plan. The application fee of $75 will be billed to you and included in your schedule of payments. Application forms for this plan may be obtained from Bursar Operations, Syracuse University at *bursar.syr.edu.*

Continued participation in the Monthly Payment Plan is contingent upon a satisfactory payment history. Syracuse University reserves the right to deny continued participation to anyone who has previously not complied with the terms of the monthly payment plan billing schedule.

Prepaid Tuition Plan

The University's Prepaid Tuition Plan allows freshman students to prepay eight consecutive semesters (four fall and four spring, summer study and Winterlude are not included), thereby locking in the rate of tuition in effect at the time of the plan's initiation. Payment must be received by August 1 just before the first term of the student's matriculation. This plan is available only to full-time Main Campus undergraduate students awarded less than $8,000 per year in institutional aid. We always recommend discussing this plan with your tax adviser. For a copy of the Prepaid Tuition Plan Agreement that governs this plan, please contact the Bursar's Office: Bursar's Office, Syracuse University, 102 Archbold North, Syracuse NY 13244-1140; 315.443.2444; or *bursar@syr.edu*.

Financial Hold and Registration Eligibility

A **financial hold** results when financial obligations, billed by the University, have not been satisfied by the due date indicated on the billing statement. A **financial hold** can be the result of a past due balance for tuition, room, meal plan, and fees; SU bookstore charges; or fines assessed by the library or parking services.

A **financial hold** condition prohibits a student's eligibility to participate in the registration process or to receive a transcript or diploma.

Fees

Undergraduate students who registered in April for their fall courses and law students who matriculated prior to June 10, will have to pay their fall bill on or before July 22 in order to secure their class schedules. Students who are on the Monthly Payment Plan must be current with their monthly payments in order to secure their class schedules.

A student whose registration schedule is canceled due to a **financial hold** may be closed out of the classes for which he/she had previously registered. A $50 late registration fee will be imposed.

Entering undergraduate students who registered over the summer must have their fall semester bills paid on or before July 22, or be current on the Monthly Payment Plan in order to secure their class schedules. If payment is not received on or before July 22, the course schedule may be canceled meaning the student may have to re-register when he/she arrives on campus in August.

To avoid **financial hold**, please pay all University bills by the due date noted on the billing statements. Monthly Payment Plan participants should make sure that payments are received no later than the due date of their monthly statement. Please keep e-mail addresses up-to-date for third parties who have been designated to receive e-bill notification.

Shared Account Access/E-Billing

Students may grant third-party access to their student account through *MySlice.syr.edu*. Third-party access must be set up for anyone along with the student to receive E-bill notification. Syracuse University is exclusively an e-billing institution.

Student Activity Fee

The Student Activity Fee is a mandatory fee for Main Campus and English Language Institute students that is collected by the University on behalf of such student governing bodies as Student Association, Graduate Student Organization, and Law Student Bar Association. This money is then allocated by the student governing bodies to a large number of campus organizations to support their activities and services. The full-time undergraduate (registered for 12 or more credits) fee includes the $6 per year refundable NYPIRG fee. See the following section on the NYPIRG fee.

Questions regarding the Student Activity Fee should be directed to the following:

(1) Undergraduate students—Student Association Comptroller
(2) Graduate students—Graduate Student Organization Comptroller
(3) Law students—Law Student Bar Association Treasurer

UNDERGRADUATE STUDENTS

Students registered for 12 or more credits	
Fall semester	$203
Spring admits	102
Students registered for fewer than 12 credits	
Fall semester	121
Spring admits	61
Summer Session	12

GRADUATE STUDENTS

Students registered at Main Campus,	
Fall semester	40
Spring semester	40

COLLEGE OF LAW STUDENTS

Students registered for 12 or more credits, Academic year	90
Students registered for fewer than 12 credits, Academic year	78

NYPIRG Fee

This fee is a contribution to the New York Public Interest Research Group, which engages in research in social, political, ecological, and environmental areas of interest to the general public. The fee is collected by the University in agreement with NYPIRG on a mandatory basis at the time of registration, but is refundable.

If you would like a refund, contact NYPIRG directly at the following address:

NYPIRG
732 South Crouse Avenue
Second Floor
Syracuse NY 13210
315.476.8381

Residential Internet and Cable Access and Service Fee

Per semester (fall, spring) $220

The residential Internet and cable access and service fee is a mandatory fee for all who sign a Syracuse University housing contract. The fee provides a broad range of telecommunication and network services in University residence halls, including high-speed Internet (wired and wireless networks) and cable television services in students' rooms and common areas. Any refunds will follow the same refund schedule used for SU housing.

Student Co-Curricular Fee

The Student Co-curricular Fee is a mandatory fee for all undergraduates on the Main Campus that is collected by the University and allocated by the Division of Student Affairs. The fee supports such programs and services as recreational and outdoor education, PULSE, crime prevention and safety initiatives, and student leadership development initiatives. Specific allocations may vary and are determined annually.

Students registered for 12 or more credits,	
Fall semester	$217
Spring admits	109
Students registered for fewer than 12 credits,	
Fall semester	129
Spring admits	65

Health and Wellness Fee

Per semester $361

The Health and Wellness fee is a mandatory fee that supports a comprehensive array of health and wellness services and programs for students provided by the Counseling Center, Health Promotion, Health Services, and the Office of Student Assistance. Students can receive services and programs, including individual and group counseling, case management, crisis intervention, and primary and women's health care services, offered by these departments during the semester for which the fee was paid. Other covered health-related services include SU ambulance services, medical transport services, flu shots, nutrition counseling, and short-term psychiatric assessment and intervention. The Health and Wellness Fee also contributes to other health and wellness promotion programming focused on keeping students safe and healthy and enhancing their overall coping skills and social-emotional development. The Health and Wellness Fee is a mandatory fee for full-time undergraduate students, College of Law students registered for 12 or more credits, and graduate students registered for 9 or more credits. Graduate students who have appointments as graduate assistants, graduate associates, and graduate fellows are assessed the fee but may have part or all of the fee remitted as part of their appointment. The Health and Wellness fee is not health insurance. Health insurance provides students with access to medical services beyond those provided through Health and Wellness fee, including hospitalization, surgery, pharmacy, laboratory services, certain clinical procedures, services provided by, or referrals to, other specialists, institutions, or agencies.

Student Health Insurance $2,230

Syracuse University requires all full-time matriculated undergraduate, graduate, and law students to have current health care coverage provided by a US-based insurer that is compliant with all aspects of the Affordable Care Act. The plan must provide comprehensive coverage for emergency and nonemergency services in the Syracuse area. The student health insurance plan can be waived if the student can provide proof of qualifying insurance coverage. Health insurance plans help to offset costs of services not covered by the health and wellness fee. Insurance provides

students with access to medical services beyond Health Services, including hospitalization, surgery, diagnostics, physician/specialist care along with prescriptions and other special ancillary services.

School of Architecture

Per semester $400

This fee is to be charged to all full-time students, as well as part-time students who are registered for one or more studio-based courses (This fee replaces all other studio fees, except fees for required field trips.)

New York Program Fee, Per semester $365
This fee is to be charged to all students enrolled in the Architecture program in New York City.

David B. Falk College of Sport and Human Dynamics

Technology Fee, Per semester
This is a general fee charged to all graduate and undergraduate students enrolled in courses offered by the David B. Falk College of Sport and Human Dynamics.
The fees are charged per semester according to the following schedule:

Sport Management

Graduate and undergraduate majors	$150
Minors	$75

All other Falk programs:

Graduate and undergraduate majors	$100
Minors	$50

Non-Falk majors (including UC and ONLUC students) $35

School of Information Studies Fees

Technology Fee, Per semester
This is a general fee for all graduate, undergraduate and distance students in all degree programs and Certificates of Advanced Study programs in the School of Information Studies and the new media degree program in the S.I. Newhouse School of Public Communications. Fees are charged per semester according to the following schedule:

GRADUATE STUDENTS

1 to 3 credits	$ 75
4 to 11 credits	150
12 credits or more	200

UNDERGRADUATE STUDENTS

1 to 3 credits	75
4 to 11 credits	150
12 credits or more	200

NON IST MAJORS
(including UC and ONLUC students) $50 per course

Doctor of Professional Studies Program Fee
(Per Semester) $1,155

The Program Fee covers remote technical assistance, advising, faculty consulting, and management of distributed work teams.

Doctor of Professional Studies Residency Fee
(Per Residency) $500

The Doctor of Professional Studies Residency Fee covers the cost of meals, materials, faculty sessions, travel assistance and other items unique to the program.

College of Engineering and Computer Science Fees

For students on campus, Per semester $400
This is a general fee for all full-time undergraduate engineering and computer science students registered for a minimum of 12 credits.

Technology Acquisition and Maintenance Fee $150
This fee is charged to all graduate engineering and computer science students registered for 3 or more credit hours each semester.

S.I. Newhouse School of Public Communications Fee

Technology Fee, Per program of study as noted below.
This is a general fee for all graduate and undergraduate students in the S.I. Newhouse School of Public Communications. The technology fee replaces course fees. This applies to full-time undergraduate Newhouse students, full and part-time Newhouse professional master's degree students, and Newhouse minors, whether singly enrolled as a Newhouse student or dually enrolled in Newhouse and another SU school or college. Fees are charged when students are on campus, according to the schedule below:

UNDERGRADUATE STUDENTS (Fee per semester)

	First Year	Sophomore	Junior	Senior
Advertising, magazine, newspaper & online journalism, and public relations majors	$200	$225	$250	$250
Graphic design majors	200	225	250	300
Broadcast & digital journalism, photography, television-radio-film majors,	200	250	350	385
Public communications minors and undeclared Newhouse students	175	175	175	175

NEWHOUSE PROFESSIONAL MASTER'S DEGREE STUDENTS
(One-year programs) (One-time fee)

Media studies	$248
Advertising, arts journalism, magazine, newspaper and online journalism, public diplomacy, public relations, computational journalism, and new media management	600
Broadcast & digital journalism, Photography, television-radio-film, documentary film and history, audio arts, media and education production	1,155

(Ph.D. and distance-learning master of communications management students will not be charged a fee.)

SU in LA Program Fee	$1,500
SU in LA Application Fee	60
SU in LA Housing Fee (estimated, optional)	5,816
Newhouse in NY Program Fee	1,500
Newhouse in NY Application Fee	60
Newhouse in NY Housing Fee (estimated, optional)	7,650

College of Visual and Performing Arts

Program Fee, Per semester
This is a general fee for all Main Campus undergraduate and graduate students in the College of Visual and Performing Arts. The program fee replaces course fees and covers certain expenses such as required instruction in applied music and dance, some studio art supplies, dramatic productions, visiting artists, shops, laboratories, equipment and technology.

UNDERGRADUATE STUDENTS (VPA majors)

Department of Art and Design	$520
Department of Communication and Rhetorical Studies	450
Department of Transmedia	1,200
Setnor School of Music	2,000

Fees

Department of Drama:

Audition fee (required for admission to department)	50
Acting, Stage Management, Theater Design and Technology, and B.S. in Drama	
Students matriculated prior to August 2014	1,000
Students matriculated on or after August 2014	1,200
Musical Theater	
Students matriculated prior to August 2014	1,000
Students matriculated on or after August 2014	1,550

Tepper Program in NYC

Acting	3,075
Casting, Design, and Directing	2,383
Musical Theater	4,015
Housing (optional-estimated cost per student)	7,495

UNDERGRADUATE STUDENTS (VPA minors)

Department of Communication and Rhetorical Studies	150
Department of Drama	250
Setnor School of Music	600
Department of Transmedia	500

GRADUATE STUDENTS

All VPA programs (except Communication and Rhetorical Studies plus School of Education students in Art/Music Education)	450

Course Fee, Per Credit Hour
Undergraduate and Graduate students who are **NOT** VPA majors or VPA minors will be charged $75 per credit hour for courses taken in the college. VPA majors who are part-time University College students will be charged $75 per credit hour for courses taken in the college.

Whitman School of Management Fee

Technology Fee, Per semester $200
This is a general fee for all Main Campus master of accounting, master of business analytics, master of finance, master of supply chain management, master of entrepreneurship, and M.B.A. graduate students and undergraduate management majors. Main Campus master in media management students and master in engineering management students will be charged one half of the fee. Undergraduate management minors will be charged $75.

MBA@Syracuse Residency Fee
Residencies are a requirement of the MBA@Syracuse program. Fees cover space rental, catering, and food charges, transportation to events planned during the residency, costs associated with speakers, and other miscellaneous expenses. For international residencies, the cost of faculty and administrative staff travel and associated expenses are also included.

Domestic Residency (estimated cost – subject to location)	$330
International Residency Fee (estimated cost – subject to location)	
3-day Residency	$400
Additional 4- to 5-day Residency Extension	$1,000

Whitman Online Business Programs - Technology Fees
General technology fee to be charged to those students enrolled in the following online programs:

MBA@Syracuse (one-time fee)	$100
Accounting@Syracuse (one-time fee)	$50
BusinessAnalytics@Syracuse (one-time fee)	$50

Course Fees

Courses for which a special fee is charged will be indicated in the MySlice Course Catalog/Class Search. In most cases the amount of each fee is specified.

Fees are charged for courses which require special materials and/or special instructional methods. Most commonly, fees are charged for laboratory courses in the sciences, studio courses in the arts, communications, and architecture, some physical education courses, and some music and art courses. There is a wide range of fees, and charges to individual students will depend upon the student's course registration and program of study.

School of Education

Continuing enrollment, per semester $500
This is a fee for enrollment in GRD 998 Degree in Progress, a non-credit bearing course which indicates continuing enrollment in a graduate program during semesters in which a student is not enrolled in other courses. The fee encourages students to enroll in courses on a continuous basis so that they complete their degree programs expeditiously, and offsets costs associated with serving these students related to faculty assistance and interaction.

For four semesters during the coursework phase of a graduate degree in which a student enrolls in GRD 998 the fee is waived.

Early Education and Child Care Center Fees

A full day child care program is available for children of students, staff, and faculty. Children participate in one of three groups: infant (6 weeks-18 months), toddler (18-36 months), or preschool (3-5 years). Wait list, program information, and sliding scale rates can be found on the center's website at *http://eeccc.syr.edu*. Additional information can be obtained by contacting the center, 411 Lambreth Lane, Syracuse NY 13244-5670; 315.443.4482.

School of Education Career Services Fee

For K-12 teachers, library media specialists, school counselors, and school administrators.

Registration fee $35
Covers establishing credentials file, on-campus recruitment, three mailings of credentials in first year (after which mailings are charged at the rate of $5-first mailing, $20-5 mailings, $30-10 mailings), and career life service.

Other Fees

Advanced Credit Examinations

Per exam	$270

Application

Undergraduate	75
Graduate	75
Law	75

College of Law duplicating and support services

Summer session	20

College of Law—Law Student Resource Fee

Per semester: Students registered for 12 or more credits	640
Per semester: Students registered for fewer than 12 credits	512

Light Work Lab Membership Fee
This fee grants access to do-it-yourself photography printing, scanning, and editing facilities at Light Work in Watson Hall.

One year for SU ID holders	$100
Four months	$60

Late registration

Fall and spring, per semester This fee is assessed to all students who initially register for a term on or after the first day of classes for the term.	50
Summer This fee is assessed to all students who initially register for the summer term on or after the first day of the session in which the class is offered.	50

Flexible session classes
For both Undergraduate and Graduate students the late registration policy for flexible format classes is the same. If the first day of the flexible class has not passed and you have registered for other regular session classes, you will not be charged a late registration fee. But, if your

initial successful registration for the term is for a flexible session class and the add deadline for the term has passed, you will be charged a late registration fee.

Late payment penalty fee	
(Refer to page 24)	variable
Maxwell-Washington International Relations Program	
Undergraduate: fall and spring, per semester	500
Graduate: fall and spring	400
Summer Practicum	350
Maymester, Winter Intersession	200
Monthly Payment Plan fee	75
Psychological tests as required	variable
Student I.D. card replacement	25
Second I.D. card replacement	25
Spouse/dependent I.D. card	25

Athletic Activity Fees

ATHLETIC ACTIVITY ADMISSION FEES

Special prices for admission to University athletic contests and events are extended to full-time Syracuse University and SUNY College of Environmental Science and Forestry students.

For purposes of athletic admission, full-time status is determined by the same criteria that determine "Academic Full-Time Status," which is explained on page 5 of this publication. Admission to any athletic event by using a student ticket is contingent upon producing a currently validated I.D. card. The laminated, machine readable photo I.D. must be presented at the time of admission. It is the responsibility of each student to make sure he or she maintains appropriate validation.

Spouses and dependent children purchasing tickets through a qualified student must have an I.D. card made at the I.D. card office and present the card in the same manner as a student when entering an event. Validation requirements are the same for spouses and children as for students.

The Syracuse University Athletic Department reserves the right to refuse admission to any party failing to present proper identification.

Student tickets are nontransferable. Resale of tickets to individuals ineligible for their use may result in disciplinary proceedings against the student as well as suspension of all admission privileges extended to the original ticket holder.

Football Season Tickets

Each full-time, main campus student currently registered at one of the institutions indicated may purchase a season ticket for the home football games occurring while Syracuse University is in session.

Spouses and dependent children of qualified students may also purchase football season tickets at the student ticket price with a valid Syracuse University I.D. card. I.D. cards for spouses and dependent children may be obtained through the I.D. card office in Steele Hall. Dependents wishing to avail themselves of the student ticket privileges should obtain their I.D. cards immediately after registration to allow time for processing of the cards.

The SU student season ticket seating area on the lower level is a modified general admission area. SU Student football season ticket holders wishing to sit in this area on game day must report to Gate E of the Carrier Dome to enter the facility. Presentation of the student's own, valid student I.D. card for validation is required, upon which they will receive a wristband for sitting in that area. Student seating in the general admission area is first-come, first-served. Once the lower level student area is full, any later arriving students will be required to sit in the third level student seating area.

Students, spouses, and dependents who purchase season tickets are not entitled to purchase additional reduced price individual game tickets.

Men's Basketball Season Tickets

The student basketball season ticket package includes one ticket to each of the regular season home games occurring while SU is in session. Due to the timing of this publication, the exact number of games to be included in the men's basketball season package is not known. All regular season games that occur during Thanksgiving, Christmas, and spring break are not included in the season ticket package. Tickets for these games may be purchased at the regular reduced student price.

The same general rules and guidelines that apply to the sale of student football tickets also apply to the sale of student tickets for men's basketball.

Women's Basketball
Men's and Women's Lacrosse Tickets

SU students can enter any home women's basketball, women's lacrosse, or men's lacrosse game free-of-charge by displaying their valid SU I.D. card at any open Carrier Dome entrance. All student seating for women's basketball and men's and women's lacrosse is general admission.

OTHER ATHLETIC EVENTS

SU students can attend free-of-charge any home SU athletic contest that takes place at a campus venue other than the Carrier Dome by displaying their valid SU I.D. card at the time of entry.

Tennity Ice Skating Pavilion

Students, faculty, and staff who choose to have a locker in the Tennity Ice Skating Pavilion may pay the locker fee at Tennity, 511 Skytop Road. The fee schedule is as follows:

	Large Locker Students	Large Locker Faculty/ Staff	Small Locker Students	Small Locker Faculty/ Staff
Annual	$84	$95	$25	$32
2 semesters	63	74	19	23
1 semester	35	40	11	13
1 summer session	18	28	5	6

Students, faculty, and staff who do not pay the fee may use a small coin operated locker on a daily basis, but must remove all equipment and material from the premises after each daily use.

ADMISSION FEES TO TENNITY ICE SKATING PAVILION

There is no admittance charge to Syracuse University students with a currently valid SU I.D. card. The following individuals with valid I.D.s are eligible for admittance by paying the admittance fee:

ESF and SUCE students, faculty, staff, spouses, and dependents;
SU faculty, staff, spouses, and students' dependents;
Domestic partners of full-time faculty and staff;
SU alumni card holders (picture I.D. required).

Standard admission charges are:

Family*:	
Per visit/per person	$ 5
3 month pass	60
6 month pass	90
9 month pass	120
12 month pass	150

*Family passes are for immediate family members only.

Individual:	
Per visit/per person	$ 5
3 month pass	40
6 month pass	60
9 month pass	80
12 month pass	100

Recreation Services: Locker Fee

Students, faculty, and staff who choose to have a locker and lock in Archbold Gymnasium or the Women's Building may pay the locker fee at the Department of Recreation Services, 241 Archbold Gymnasium (east entry to building; SU I.D. required).

Towels and limited recreational equipment may be borrowed by all recreational users by leaving a valid SU I.D. card at the service center. Restitution for damaged or lost equipment must be made before the I.D. card will be returned.

Fees
University College

The fee schedule is as follows:

(1) Student:	Locker
Annual	$100
2 semesters	70
1 semester	45
Summer	45

(2) Faculty/Staff:	Locker
Annual	$110
2 semesters	80
1 semester	55
Summer	55

(3) Semester rates for standard usage are prorated at the following:

	Locker
October 16 (or later)	$25
March 16 (or later)	25
July 16 (or later)	25

Students, faculty, and staff who do not pay the fee may use a locker and all facilities on a daily basis, but must provide their own lock, clothing, and laundry service and must remove all equipment and material from the premises after each daily use.

Students enrolled in a class offered by the Department of Exercise Science in the Women's Building only may rent a lock and locker for $20 for the semester. Students must provide a copy of the PED class schedule at Recreation Services, 241 Archbold Gym.

A currently validated I.D. card for SU, ESF, or University College is required for admission to all facilities.

University College

University College (UC) serves all Syracuse University students during the summer. During the fall and spring, UC serves matriculated part-time as well as all non-matriculated and non-credit students.

Student may elect to **audit** a course at 60 percent of the full tuition rate (see exceptions below). Students will register for credit at the time of registration. Students who submit a completed Grading Option Application to the University College Bursar and Registration Office by the elect/rescind grading option deadline of the class will have the registration changed to audit.

Senior citizens, who are 65 or older by the first day of the term, may be eligible to pay one-third of the regular tuition for some UC credit courses on a space-available basis. Registration rules differ from regular registration and the discount does not apply to courses with limited space or those requiring extensive individualized instruction. Contact the UC Bursar/Registration Office or consult the *Part-Time Course Schedule* for details.

Charges for **non-credit** courses and programs vary. Contact the program website or program director for exact rates.

University College non-matriculated graduate students may take undergraduate courses at the undergraduate tuition rate. Graduate students taking a 500-level class for undergraduate credit, or electing to audit a 500-level or undergraduate level class may do so with appropriate approvals and required paperwork, and pay the appropriate undergraduate tuition rate.

INTRA-UNIVERSITY TRANSFER TO UC

Undergraduate students who complete an intra-University transfer to University College and register during the designated enrollment period for each semester are charged University College rates. Full-time students who register on the main campus for a University College course are charged Syracuse University rates.

No student may transfer from main campus to University College to enroll in a non-credit course. Full-time students on the main campus must register separately at University College for these courses and pay the non credit tuition in full.

Undergraduate students enrolled full time during the spring semester and who intend to register full time for the fall semester may not transfer to University College part-time status for the summer.

Student Deferred Payment Plan

UNIVERSITY COLLEGE STUDENTS—SUMMER

All students register online and must sign a promissory note and pay 25 percent of the total anticipated tuition charges plus fees at the time of registration. The balance is due in one installment on the invoice due date. Students will be billed on the first invoice date immediately following registration. Since summer billing is scheduled to begin on the Friday of the first summer session, students who choose to register just before the session begins may find that the posting of the down payment and invoice production overlap. In addition, students who early register for the second summer session will be billed and have payment due prior to the beginning of that session.

UNIVERSITY COLLEGE STUDENTS—FALL/SPRING

Students register online and must sign the promissory note and pay 25 percent of the total tuition charges plus all fees. The balance is due in three equal monthly installments on the invoice due dates.

Continued participation in Student Deferred Payment Plan is contingent upon a satisfactory payment history. Syracuse University reserves the right to deny continued participation to anyone who has not complied previously with the terms of the promissory note.

Employer Tuition Reimbursement Plan

FOR UNIVERSITY COLLEGE

Students whose employers reimburse tuition only after courses are completed may request that their tuition payments be deferred until approximately 21 days after the semester ends.

Specific rules apply regarding classes in the Flex short, Flex long, Maymester and Winterlude sessions. Refer to the application for rules and exclusions.

Students register online and choose Employer Tuition Reimbursement as their payment option at the time of registration. The Employer Tuition Reimbursement application will be available for you to print at that time. It must be signed by the company representative and submitted to UC bursar registration within 7 business days of registering. Failure to do so may result in cancellation of your registration.

Students are billed and are responsible to pay by the billing invoice due date. Non-reimbursement from your employer for any reason by the invoice due date will not result in an extension to that date. It will also result in a late payment fee and denied participation in the plan for future terms. See the section "Penalties, Late Fee" on page 24.

Continued participation in the Employer Tuition Reimbursement Program is contingent upon a satisfactory payment history. Syracuse University reserves the right to deny continued participation to anyone who has not complied previously with the terms of this program.

Fees

LATE REGISTRATION FEE

A $50 late registration fee is assessed to all students who initially register for the term on or after the first day of the fall/spring term. Registration must be completed prior to the first day of the summer session (not term) in which the class is offered. Please note that registration in flexible format classes is recommended before the start of term or summer session. Since these classes are contingent upon enrollment, early registration enables us to confirm class offerings. Classes that are under-subscribed will be cancelled.

PARKING FEE

Students attending courses at Syracuse University must have a permit to park in University lots. For vehicle registration and SU parking fees see the "Vehicles" section on page 24.

Fees, Distance Learning Program
English Language Institute

Schedule Adjustment Procedures

University College students can drop classes via MySlice through the withdrawal (WD) deadline of the term. There is no need to present a drop form to the UC Bursar/Registration office. Note: The amount of any tuition adjustment will be based on the academic deadline in place on the date you drop the class.

Classes that do not meet for the entire term are considered flexible-format classes and have unique deadlines that do not conform to the published deadlines. Those deadlines are accessible via MySlice > Search for Classes. You may also view the deadlines via View My Class Schedule.

Financial aid recipients cannot drop below 6 credits without clearance. You could be responsible to pay the entire tuition amount for the term and you must repay any refund issued to you from that financial aid. Contact the UC Registration Office for clearance to drop if you have financial aid for the term.

Fees

Applied music fees and course fees are determined by the department offering the course and are available by contacting that department.

Other fees are listed on pages 9-11.

Academic/Financial Deadlines

Not all classes have the same academic and financial deadlines. Students are expected to seek out and know the official deadlines associated with each class of his/her registration. There are financial repercussions associated with each deadline. To find the deadline to add a class go to MySlice > Search for Classes. After registering, you can find the deadlines associated with dropping a specific class via MySlice>Student Services>Finances>View Financial Deadlines.

Distance Learning Program

Under this program, students may obtain a Syracuse University degree by studying at home and attending only periodic residency. Program fee listed on page 11.

Master's Degree Programs

M.B.A. (Master of Business Administration)
M.S. in Library and Information Sciences
M.S. in Communications Management
M.S.Sc. (Master of Social Science)
M.S. in Information Management and Technology
M.S. in Telecommunications and Network Management

Application Fee: $75

Financial Aid

Students must be enrolled at least half time (6 credits) per term to be eligible for student loans **and** for prior loans to remain in deferment status.

Student Deferred Tuition Plan

A.A./B.A./M.B.A./M.L.S./M.S. Communications Management
M.S. in Information Resources Management
M.S. in Telecommunications and Network Management

FALL AND SPRING - STUDENT DEFERRED TUITION PLAN

25 percent of tuition due at the time of registration, balance due in three equal monthly installments. Late payment fee may be assessed on payments not received by the invoice due date.

SUMMER - STUDENT DEFERRED TUITION PLAN

25 percent of tuition due at the time of registration, balance due in one installment by date printed on invoice. Invoices are generated each month. Late payment fee may be assessed on payments not received by the invoice due date. **M.S.Sc. - 10-MONTH PAYMENT PLAN**

25 percent of tuition due at the time of registration, balance due in 10 equal monthly installments. Late payment fee may be assessed on payments not received by the invoice due date.

English Language Institute

Syracuse University's English Language Institute offers international students concentrated study to improve English proficiency for academic or professional advancement. Through full-time formal courses offered in the fall, spring, and summer terms, participants learn to effectively communicate in English. Short-term, specific purpose courses are available. ELI instructors support academic work at the level U.S. universities expect of undergraduates and graduates or for individuals seeking discipline specific language enhancement. For further information, contact Syracuse University, English Language Institute, 700 University Avenue, Room 207, Syracuse NY 13244-2530, 315.443.8571, e-mail: *elimail@uc.syr.edu*, on the web: *http://eli.syr.edu*.

Fees

Activity Fee	$ 70
Application fee (nonrefundable)	100
Tuition Deposit (nonrefundable)	500
Fall/Spring Semester	
Intensive English Course	6,740
Summer Session (per 6-week session)	3,540
Late testing fee	100

No Refund After Registration

* Refer to page 9 for a description of the Student Activity Fee.

Summer at Syracuse

Summer at Syracuse is a division of University College.

Registration and Payment:

Main Campus students, as well as UC/UC online students, should contact UC for any information related to registration and payment. The UC Bursar/Registration office is located at 700 University Ave. and can be reached by phone at 315.443.4135 or e-mail at *bursareg@uc.syr.edu.*

All UC students who show a payment due now on the payment page of the UC online registration process are required to choose a payment option at the time of registration. Any registration without necessary payment information is subject to cancellation at the discretion of the UC Bursar/Registration office. Failure to either make payment arrangements or drop the classes according to the published deadline dates will not clear the student of the financial responsibility assumed upon enrollment. Main Campus students register via MySlice and will be billed for their summer charges.

Dropping Classes and Financial Deadlines:

All Main Campus and University College students can drop classes via MySlice through the withdrawal (WD) deadline of the class. NOTE: The amount of any tuition adjustment will be based on the academic deadline in place on the date you drop any class.

Syracuse University publishes official deadlines for dropping full-session summer classes. Students are expected to seek out and know the official deadlines before dropping classes. There are financial repercussions associated with each deadline. Those deadlines are accessible via MySlice > Search for Classes. You may also view the deadlines via View My Class Schedule.

Fees:

The Main Campus undergraduate Student Activity Fee of $12 will be charged only once during the summer, at the time of registration. Applied music fees and course fees are determined by the department offering the course, and are available by contacting that department. Other fees are listed on the "FEES" pages of this booklet.

Late Registration Fee:

A $50 late registration fee is assessed to all students who initially register for a summer session on or after the first day of the session. Students will be assessed a late registration fee for each session in which the student registers on or after the first day of that session. Please note that registration in flexible format classes is also required before the start of the summer session. Since these classes are contingent upon enrollment, early registration enables us to confirm class offerings. Classes that are under-subscribed will be cancelled.

Intra-University Transfer to UC:

Main Campus undergraduate students enrolled full time during the spring semester and who intend to register full time for the fall semester may not transfer to University College for the summer.

Billing:

Main Campus undergraduate students who register before May 13, 2016 for summer 2016 will be billed on May 13 with a bill due date of June 2. Any remaining charges will be billed with the fall billing statement and payment is due by the invoice due date to confirm the student's fall 2016 schedule.

Main Campus graduate students, as well as all UC/UC online students, will be billed on the next summer invoice date immediately following their registration, regardless of the session in which the class is held. Invoice dates are available by calling the UC Bursar/Registration office at 315.443.4135.

The summer Student Deferred Payment Plan is available to any UC/UC online student completing the online registration process. This payment option consists of a 25% tuition down payment. All fees are due in full at the time of registration. The balance will be invoiced on the next summer bill date and is DUE IN FULL on the invoice due date.

Summer Residence Rates

NORTH CAMPUS

Single Undergraduate or Graduate Students	Per week, per person
Single room	$210
Double room	165

Rooms are available in designated residence halls. Single rooms are available on a very limited basis.

SOUTH CAMPUS

Single Undergraduate or Graduate Students	Per week, per person
2-bedroom — 2 students	$210

All apartments for summer occupancy are furnished, and utilities are included in the weekly rate. Cooking equipment, utensils, and linen are not provided. South Campus rates are determined on a minimum occupancy of a full summer session—six weeks.

Summer Meal Plan Rates

During both summer sessions, undergraduates residing in North Campus housing are required to choose either a 19- or 14-meal plan, or a 10-meal plan with a $30 per week SUpercard Food account.

19 meals per week plus 5 guest meals - $216 per week
14 meals per week - $202 per week
10 meals per week +
$30 SUpercard Food account - $202 per week

Students may also purchase a SUpercard Food account which can be incremented in $25 amounts. A SUpercard Food account is a declining balance account. Students purchase food with it on an à-la-carte basis.

South campus residents, graduate students, and other students attending special programs may purchase a meal plan or SUpercard Food account for use in campus Food Services' facilities.

For further information regarding meal plan arrangements during the summer, visit the Office of Housing and Meal Plan Services web site, *housingmealplans.syr.edu*.

Syracuse University Abroad (SU Abroad)

Students accepted by Syracuse University Abroad are expected to maintain their full-time status while studying abroad; undergraduate minimum 12 credits, graduate minimum 9 credits.

Application Fee

Nonrefundable $70

Tuition

SU Abroad students pay Syracuse University tuition as stated in the tuition rate schedule on page 4.

Program Fees

SU Abroad Centers In addition to tuition, students pay a program fee that includes pre-departure advising meetings, orientation abroad, cultural activities, housing (or housing allowance), some meals depending on program, general field trips open to all students, an International I.D. Card, and activities and services not covered by tuition and for which a separate fee is not charged. Students should read individual program fee descriptions carefully in our Preparing To Go books so they can budget for costs not included in program fees.

Students enrolled in programs that include study at a foreign university may have to pay an increased program fee to cover additional housing and meal costs, where applicable, due to differing academic calendars.

Beijing, China

Students will be placed in residence halls on Tsinghua's campus. A meal plan is not included so students should budget about $2,400 for meals. The program fee also includes transportation, accommodation, and some group meals during the Signature Seminar.

Per semester $6,250

Hong Kong, China

Students will be placed in apartments and a metro pass is provided. A meal plan is not included so students should budget about $2,915 for meals. The program fee also includes transportation, accommodation, and some group meals during the Signature Seminar.

Per semester $7,995

London, England

Students arrange their own housing and will receive a housing allowance to be used toward their rent. A meal plan is not included so students should budget about $3,400 for meals. Due to UK visa regulations, students not participating in the pre-arranged housing option must receive the housing allowance.

per semester $7,100

Madrid, Spain

Students are placed in private homes where they receive 14 meals weekly (continental breakfast and an evening meal seven days a week). Students should budget about $2,570 for additional meals. The program fee also includes transportation, accommodation, and some group meals during the Signature Seminar. A transportation allowance will be provided.

Per semester $7,650

Santiago, Chile

Santiago & Cuenca Ecuador Immersion - per semester $7,185

Santiago Center - per semester $5,935

Students are placed in private homes where they receive their meals seven days a week. They have the option of preparing their own box lunch to take with them daily. The program fee also includes transportation, accommodation, and some group meals during the Signature Seminar. The Santiago & Cuenca Ecuador Immersion program fee covers a four-week intensive language pre-semester program in Cuenca, Ecuador, with housing and meals. These students should budget about $1,565 for additional meals and Santiago Center students about $1,310.

Strasbourg, France

Students are placed in private homes where they receive 12 meals weekly (continental breakfast seven days per week and an evening meal with their hosts Monday through Friday). The program fee also includes transportation, accommodation, and some group meals during the Signature Seminar. Students should budget about $2,725 for additional meals. A local transportation pass will be provided.

Per semester $7,500

Florence, Italy

Students are placed in private homes where they receive 12 meals weekly (continental breakfast seven days per week and an evening meal with their hosts Monday through Friday). Students should budget about $3,075 for additional meals. A one-month transportation allowance will be provided.

- OR -

Students placed in apartments will have their rent and utilities paid. Additionally, they will receive a cash allowance to partially cover their meal expenses. Students should budget about $3,330 for food. A one-month transportation allowance will be provided.

Per semester $7,400

Istanbul, Turkey

Students are placed within residence facilities near Bahcesehir's campus and receive a transportation card with an initial fill along with Turkish museum cards. A meal plan is not included so students should budget approximately $3,700 for meals. The program fee also includes accommodations, some group meals, and transportation during the signature seminar.

Per semester $6,250

A reduced program fee is available for students continuing with SU Abroad for a second semester, based on services provided by SU Abroad.

Students who elect to make their own living arrangements pay the following program fee for general field trips open to all students, an International I.D. Card, cultural activities, and services not covered by tuition and for which a separate fee is not charged.

Beijing and Hong Kong

Per semester $1,520

Santiago, Chile

Per semester $1,300

Florence, Madrid, and Strasbourg

Per semester $1,700

Istanbul, Turkey

Per semester $1,100

WORLD PARTNERS

In addition to options at SU's eight centers, Syracuse University students may choose to study with an SU Abroad World Partner in such locations as Australia, Ghana, India, Ireland, Israel, Japan, Jordan, Korea, Morocco, Poland, Singapore, and South Africa. The rates charged for World Partner programs vary with each program. Current rates are available through SU Abroad, *suabroad.syr.edu/destinations/worldpartners/*.

SU Abroad

PROGRAM FEES: GRADUATE PROGRAMS

The program fee for these programs includes pre-departure meetings, orientation abroad, program related field trips, and program activities, and services not covered by tuition, and for which a separate fee is not charged.

Master's Degree Program in Art History (Florence)

Spring semester	$1,700
Fall semester	500

SUMMER PROGRAMS

The rates charged for summer programs vary with each program. Current rates are available through SU Abroad, 106 Walnut Place, Syracuse NY 13244-2650 and on our web site at *suabroad.syr.edu/summer*.

Course Fees

Courses which carry a fee are indicated in the Course descriptions on the SU Abroad web site, *suabroad.syr.edu*. Fees are updated each semester and a listing is sent to admitted students before departure abroad.

SU Abroad Audit Policy - Summer Programs

Although undergraduate, graduate, and nonmatriculated students may audit SU Abroad summer courses, except internships and independent studies, with prior written approval from SU Abroad, they will be charged the full undergraduate tuition rate for SU Abroad summer courses.

Advance Payment Policy

A nonrefundable advance payment of $550 for fall and spring semesters is due within 10 days of receiving the acceptance letter in order to guarantee placement in the program. Students who withdraw from the program forfeit the advance payment.

A nonrefundable advance payment of $550, for the summer program, is due within 10 days of receiving the acceptance letter in order to guarantee placement in the program. Students who withdraw from the program forfeit the advance payment.

Schedule of Payments

Payment of tuition and program fee must be made in full prior to departure. The fall semester payment is due in full by July 22; spring semester payment is due in full by December 2. Students will not be able to participate in the SU Abroad program unless they have paid in full or have made all the required payments on the Monthly Payment Plan. Students desiring to use the Monthly Payment Plan are encouraged to sign up as soon as possible to realize the maximum number of months over which to pay the balance due.

Late applicants who are accepted after August 1 for the fall semester or December 1 for the spring semester must make payment in full upon receipt of the acceptance letter; otherwise students will not be able to register.

SU Abroad Refund Policy-Financial Deadline for Course/Credit Changes

Refunds will be made only in Syracuse. No portion of tuition or program fee refunds will be made abroad. Requests for refunds must be submitted in writing to SU Abroad in Syracuse. Students billed by their home universities should contact their Bursar's Office concerning refunds. Syracuse University refund policies may not apply to non-Syracuse University Students.

TIME PERIOD	TUITION	COURSE FEE
CHANGE OF STATUS BY THE APPLICABLE FINANCIAL DEADLINE	For a change from full-time[1] to part-time[2] status: tuition is recalculated at $1,891 per credit and the difference between the full-time tuition charge and the part-time per-credit tuition charge is refunded. For a reduction of credits to within the allowable full-time maximum:[3] the corresponding additional per-credit tuition charge is refunded.	Uncommitted and unexpended course fees refunded.
CHANGE OF STATUS AFTER THE APPLICABLE FINANCIAL DEADLINE	No refund of any portion of the full-time tuition charge for a change to part-time status, or any extra tuition charges for registered credits above the allowable full-time maximum.	No refund.

[1] Full-time status requires registration for 12 or more credits.

[2] Part-time status requires registration for fewer than 12 credits.

[3] The allowable full-time maximum is 19 credits.

SU Abroad Refund Policy For Students Who Withdraw or Change Status

Refunds will be made only in Syracuse. No portion of tuition or program fee refunds will be made abroad. Requests must be submitted in writing to SU Abroad in Syracuse. Students billed by their home universities should contact their Bursar's Office concerning refunds. Syracuse University refund policies may not apply to non-Syracuse students. Status change refers to change in program location or type, travel option, orientation, and housing and meal option.

STUDENT WITHDRAWS	TUITION	PROGRAM FEE	COURSE FEE*
Prior to departure:	All tuition refunded except $550 nonrefundable advance payment. For World Partner programs, tuition is refunded in accordance with the refund policy of the host institution.	Uncommitted and unexpended program fees refunded.	All course fees refunded.
From the day program begins onward:	*FOR PRE-SEMESTER SEMINAR, MODULAR, AND INTENSIVE COURSES: If a student completes a pre-semester seminar, modular, or intensive course before withdrawing from the program, the student will be charged for the credits earned. The charge will be based on the number of credit hours for which the student was registered.*		
Between day of arrival through 5 p.m. on the day that marks the end of the financial drop period:	All tuition refunded except $550 non-refundable advance payment and a $100 administrative fee. The above pre-semester seminar/modular/intensive course policy applies. For World Partner programs, the tuition is refunded in accordance with the refund policy of the host institution.	Uncommitted and unexpended program fees for room and board expenses only will be refunded at 50%.	Uncommitted and unexpended course fees refunded.
After the financial drop period SU Abroad follows Syracuse University policies regarding tuition refunds for students who withdraw or change status. Please refer to page 22 of the Tuition, Fees and Related Policies Bulletin.	Except for the World Partner programs —where tuition is refunded in accordance with the refund policy of the host institution and the above pre-semester seminar/modular/intensive course policy—the following schedule applies:	No refund will be made for Syracuse University-arranged housing.	Uncommitted and unexpended course fees refunded.

* Course fees are nonrefundable except for an excused absence due to documented health reasons OR a class or class-related field trip scheduling conflict. In these cases, only uncommitted and unexpended course fees will be refunded.

SU Abroad

SU Abroad Refund Policy When Syracuse University Ends Program

Refunds will be made only in Syracuse. No portion of tuition or program fee refunds will be made abroad. Requests must be submitted in writing to SU Abroad in Syracuse. Students billed by their home universities should contact their Bursar's Office concerning refunds. Syracuse University refund policies may not apply to non-Syracuse University Students.

SYRACUSE UNIVERSITY ENDS PROGRAM	TUITION	PROGRAM FEE	COURSE FEE*
Syracuse University ends program prior to the beginning of the semester:	All tuition refunded, including $550 advance payment. For World Partner programs, tuition is refunded in accordance with the refund policy of the host institution.	Uncommitted and unexpended program fees for room and board expenses only will be refunded.	Uncommitted and unexpended course fees refunded.
Syracuse University ends program prior to the end of the semester:	Depending on when the program is closed, the University will determine whether students may complete courses and receive no tuition refund for the completed courses, or receive a refund of tuition and earn no credit. In cases where the University determines that certain courses cannot be completed abroad or at home, students will receive a prorated refund for uncompleted courses based on the number of credit hours for which the student was registered. For World Partner programs, tuition is refunded in accordance with the refund policy of the host institution.	Uncommitted and unexpended program fees for room and board expenses only will be refunded.	Uncommitted and unexpended course fees refunded.

SU Abroad Summer and Short Term Program Refund Policy For Students Who Withdraw

Refunds will be made only in Syracuse. No portion of tuition or program fee refunds will be made abroad. Requests must be submitted in writing to SU Abroad in Syracuse. Students billed by their home universities should contact their Bursar's Office concerning refunds. Syracuse University refund policies may not apply to non-Syracuse University Students.

STUDENT WITHDRAWS	TUITION[1]	PROGRAM FEE	COURSE FEE*
Prior to departure:	All tuition refunded except $550 non-refundable advance payment and a $100 administrative fee.	No program fees will be refunded if withdrawal is 14 days or less before the start of the program.	Uncommitted and unexpended course fees refunded.
From the day the program begins onward:	No tuition refunded.	No program fees are refunded.	Uncommitted and unexpended course fees refunded.

SU Abroad Summer and Short Term Program Refund Policy When Syracuse University Ends Program

Refunds will be made only in Syracuse. No portion of tuition or program fee refunds will be made abroad. Requests must be submitted in writing to SU Abroad in Syracuse. Students billed by their home universities should contact their Bursar's Office concerning refunds. Syracuse University refund policies may not apply to non-Syracuse University Students.

SYRACUSE UNIVERSITY ENDS SUMMER PROGRAM	TUITION	PROGRAM FEE	COURSE FEE*
Prior to the beginning of the Summer Program	All tuition refunded, including $550 advance payment.	Uncommitted and unexpended program fees refunded.	Uncommitted and unexpended course fees refunded.
Prior to the ending date:	Tuition refunded if the University determines that the course or courses cannot be completed abroad. If student completes a course before the University ended the program or at home, they will be charged for the credits earned.	Uncommitted and unexpended program fees for room and board expenses only will be refunded.	Uncommitted and unexpended course fees refunded.

* Course fees are nonrefundable except for an excused absence due to documented health reasons OR a class or class-related field trip scheduling conflict. In these cases, only uncommitted and unexpended course fees will be refunded.

1. Students with written requests to be registered for an SU Abroad summer internship or independent study that is not part of the program curriculum, will be charged the full tuition. Students are not eligible for a tuition refund for these credits if they drop the internship or independent study after 5:00 p.m. on the first day of the program.

New York State Tuition Assistance Program

Tuition assistance program aid is calculated and awarded based on student income and, if applicable, parental or spousal income, as reported on New York State income tax returns.

Upon completing a financial aid application (FAFSA), which is now available on the internet at *www.fafsa.gov*, a direct link to the New York State Tuition Assistance Program (TAP) application is automatically available. Higher Education Services Corporation will mail a request for information to the student if any further information is required. The student must complete the request for information for determination of a TAP award.

A student may receive a New York State TAP grant, provided he or she meets the following:

(1) is a resident of New York State for one year immediately preceding the term for which aid is requested and has established permanent residence;
(2) is a citizen of the United States or permanent resident alien or a paroled refugee;
(3) is a matriculated full-time student (12 credit hours or more per state requirement) in an approved program of study (courses taken for audit and certain credit courses that are being repeated may not count toward full-time eligibility for TAP certification);
(4) meets program pursuit requirements and maintains satisfactory academic progress. For further details, view the "Policies" section of the Office of Financial Aid and Scholarship Program's web site, *syr.edu/financialaid*.
(5) after receiving four semesters of TAP aid, undergraduates must have a cumulative C (2.0) average to receive the fifth and subsequent payments of TAP;
(6) has officially declared a major/program of study prior to the first day of classes of the junior year (junior status is defined as having earned 54 credits);
(7) does not exceed the New York State net taxable income eligibility guidelines.
(8) part-time students at approved schools in New York State who were first-time, full-time freshmen in 2006-07 may be eligible for part-time TAP beginning in 2007-08. Part-time TAP is not the same as Aid for Part-Time Study.

In addition to the existing TAP eligibility rules for full-time students, to be eligible for part-time TAP, a student must:

- Be a first-time freshman in the 2006-07 academic year or thereafter;
- Have earned 12 credits or more in each of two consecutive semesters, for a minimum total of 24 credits earned;
- Maintain a minimum "C" average.

AFTER FOUR PAYMENTS HAVE BEEN MADE, the annual payment for undergraduates may be reduced by $360 ($180 per semester).

Tuition assistance funds may be used only toward tuition.

Students who are New York State residents and are recipients of the SU Tuition Waiver Program or athletic scholarships are required to apply for TAP awards. These students may use TAP funds to pay any additional tuition charges incurred that are not covered by their tuition scholarship. Applicants for the SU Tuition Waiver Program are required to apply in a timely fashion for a New York State TAP award each year benefits are being used. An exemption from the New York State TAP award is available if certain income or residency requirements are satisfied. For more information on the New York State Tap award exemption filing process, please contact the University's Bursar Office New York State Awards Coordinator at 315.443.4800. Failure to apply for a New York State TAP award or satisfy the exemption requirements will result in a $1,000 reduction of the waiver ($500 each semester). All New York State awards and minimum award amounts are subject to change or elimination pending New York State legislation.

The New York State Higher Education Services Corporation also administers various scholarship and fellowship programs for undergraduates and graduates. The eligibility requirements for these programs are the same as for TAP grants, with the exception of income limitations. These programs may also have unique requirements that must be met.

Additional information is available at the Syracuse University Bursar Operations Office, 102 Archbold North, or contact New York State Higher Education Services Corporation, 99 Washington Avenue, Albany NY 12255; by phone at 1.888.697.4372; or by visiting their web site at *hesc.ny.gov*.

Remitted Tuition
SU Tuition Waiver Program

Remitted Tuition Benefits

Eligibility

The awarding of Remitted Tuition is administered by the Office of Human Resources. Remitted Tuition provides credit hours for eligible employees/retirees and their spouses/same sex domestic partners for undergraduate and graduate study at Syracuse University or University College. Employees using Remitted Tuition benefits for themselves receive a full tuition waiver. Employees' spouses or same-sex domestic partners who receive benefits transferred from an employee will receive a tuition waiver of 85 percent. For more information on tuition credit use, availability and expiration, please view the Human Resources web site: *http://humanresources.syr.edu/benefits/tuition-benefits-overview/remitted-tuition-benefits/* or contact the Office of Human Resources at 315.443.4042.

Remitted Tuition Taxation

Below you will find the current tax rules relating to a remitted tuition benefit (RTB). As with all tax rules, these are subject to change by the U.S. Congress. In the event that the tax rules change, the new rules will be posted on the Comptroller's Office website at *http://comptroller.syr.edu* under the "Taxes" section when they become available from the Internal Revenue Service.

RTB used by an eligible University employee for qualifying graduate-level courses is tax free up to $5,250 per calendar year. (This tax free treatment assumes the applicable requirements of the Syracuse University Educational Assistance Plan have been satisfied.)

RTB used by an eligible employee for graduate-level courses in excess of the annual $5,250 limit is generally taxable to the employee, and subject to tax withholding by the University at the time the benefit is used. Internal Revenue Service regulations and applicable court decisions set forth circumstances under which graduate-level courses in excess of the annual $5,250 limit taken by eligible employees using RTB may be non-taxable.

RTB used by the spouse of an eligible University employee for graduate-level courses generally is taxable to the employee, and subject to tax withholding at the time the benefit is used.

RTB used by an eligible University employee or the spouse of an eligible University employee for undergraduate courses generally is tax free.

RTB used by the same-sex domestic partner of a University employee for undergraduate and/or graduate level courses generally is taxable to the employee, and subject to tax withholding at the time the benefit is used.

For questions relating to the taxation of RTB, contact the Payroll Office at 315.443.4042, extension 2.

Cooperating Agencies

Cooperating agencies that provide field instruction for Syracuse University students receive tuition credits. Each agency authorizes those individuals who are eligible to use tuition credits in accordance with the agency's contractual agreement with the University.

Tuition credits are not available for use until the semester following the term in which field instruction was provided and may not be applied retroactively to tuition charges incurred during a previous semester. Unused credits are forfeited if not used before or during the semester of expiration.

Outside agency tuition credits may be used in conjunction with any benefits that an individual may be eligible for as a spouse of a University employee.

Determination of taxability, as well as any actual tax withholding, is the responsibility of the agency that authorizes the use of tuition credits.

For further information about Cooperating agencies, contact the Bursar Operations Office at 315.443.5115.

NOTE: Individuals using Outside Agency tuition credits should have their agencies submit the appropriate authorization forms to Special Programs, Bursar Office, at least two weeks prior to registration.

SUNY ESF, Hendricks Chapel, ROTC, and cooperating agencies must contact the Bursar Operations Office at 315.443.5115 for assistance with the use of outside agency credits.

TUITION ASSISTANCE used by Syracuse University campus employees of ROTC and of Hendricks Chapel (who are not otherwise benefits eligible employees of Syracuse University) for undergraduate or graduate level courses is taxable income to the employee of ROTC and of Hendricks Chapel. The value of the RTB will be reported by Syracuse University on Form 1099 to the IRS and to employees of ROTC and of Hendricks Chapel who use it.

NOTE: The University at its discretion may prohibit the use of cooperating agency credits for certain courses and programs.

Refunds

If a student drops a course by the financial drop deadline during the fall or spring semester (for summer refer to financial deadline dates on page 3) and has no tuition liability, the remitted tuition benefit or tuition credit for that course will be restored.

University College 50 percent and 25 percent tuition adjustments do not apply to remitted tuition benefit recipients.

SU Tuition Waiver Program

Eligibility

The awarding of the SU Tuition Waiver Program is administered by the Office of Human Resources. It is important to note that the tuition waiver is not automatically activated with a student's acceptance to the University by the Office of Admissions. For more information on the SU Tuition Waiver Program, please view the Human Resources web site, *http://humanresources.syr.edu/benefits/tuition-benefits-overview/dependent/* or contact the Office of Human Resources at 315.443.4042.

Refund Policies

General Criteria

Students can request a refund resulting from an overpayment by submitting a request via *MySlice.syr.edu*. Refunds will be available for pick-up at Cash Operations or by direct deposit. Sign up on *myslice.syr.edu* for Direct Deposit. All tuition refunds for withdrawing students are determined by Bursar Operations based on the date of the leave of absence, withdrawal, add/or drop using either our established policies or the federal regulations governing such matters, depending on which policy is to the student's advantage.

The University may exercise the right of offset, meaning that a refund could be subject to adjustment if necessary to ensure University obligations are satisfied.

Students may elect to have excess funds remain on their accounts, understanding that any interest earned on these funds will be retained by the University to be used in its general operation. Students may at any time cancel such a request and receive a refund of excess funds.

LEAVE OF ABSENCE AND WITHDRAWALS FROM THE UNIVERSITY

Any student, prior to the 60 percent point in time in the period of enrollment, who withdraws, drops out, or is suspended or expelled from the institution, or otherwise fails to complete the program on or after his or her first day of classes, will be entitled to a refund of unearned tuition, fees, and other similar charges for attendance calculated on the following basis:

(1) 100 percent of tuition, fees, and other similar charges less an administrative fee of $100 will be refunded if the separation from the University occurred before 5 p.m. on the last day of the financial drop period. 73 percent of tuition, fees, and other similar charges will be refunded if the separation occurs before 5 p.m. on the day that marks the end of 27 percent of the enrollment period; 66 percent of tuition, fees, and other similar charges will be refunded if the separation occurs before 5 p.m. on the day that marks the end of 34 percent of the enrollment period; 60 percent of tuition, fees, and other similar charges will be refunded if the separation occurs before 5 p.m. on the day that marks the end of 40 percent of the enrollment period; 53 percent of tuition, fees, and other similar charges will be refunded if the separation occurs before 5 p.m. on the day that marks the end of 47 percent of the enrollment period; 46 percent of tuition, fees, and other similar charges will be refunded if separation occurs before 5 p.m. on the day that marks the end of 54 percent of the enrollment period; 40 percent of tuition, fees, and other similar charges will be refunded if separation occurs before 5 p.m. on the day that marks the end of 60 percent of the enrollment period.

(2) Students who are withdrawn from the University for academic reasons may be eligible for a tuition refund.

(3) Students who take a leave of absence or withdraw for medical reasons must submit medical documentation to one of the following units: Health Services or the Counseling Center, within 60 days of when the request was initiated to qualify for the special refund consideration we extend under these circumstances (whether student or University-initiated) for tuition only. Otherwise, standard University policies will apply. Medical refunds, excluding the administrative fee of $100, will be based on the effective date of the leave and will be prorated using the total number of class days in the period of enrollment as the base number for the daily calculation.

(4) Students who have submitted documentation indicating they have been called to active duty by any of the United States Armed Forces may request a tuition refund and prorated refund of housing and meal plan charges covering the semester for which they are enrolled.

Students must initiate a personal leave of absence/withdrawal through the Dean's office of their home college. A medical leave may be initiated through the home college or the Office of Student Assistance. In addition, we suggest contacting the Bursar's office at 315.443.2444 or by e-mail at *bursar@syr.edu* to let us know you have taken such action.

Tuition refund policies at ESF do not follow the same schedule as mentioned above. Please see the SUNY ESF handbook, your original bill, or contact the ESF bursar's office for the SUNY refund policy.

University College

Any University College student who takes an official leave of absence, withdraws, or is suspended from the University, is entitled to a refund of unearned tuition, fees, and similar charges for attendance, based on the effective day of the leave of absence or withdrawal form.

Adjustments to Federal Financial Aid

Federal financial aid (Title IV funds) for students who withdraw from the University before the semester ends is adjusted according to Department of Education guidelines. Title IV funds include the Federal Perkins, Federal Direct Student, Parent and Graduate PLUS loans, FSEOG, Federal Pell Grant, and TEACH Grants.

Title IV aid received is based on the number of days students are enrolled for the semester. During the first 60 percent of the semester, students may receive Title IV aid in proportion to the length of time they are enrolled. A student who withdraws before the 60-percent point may have their Title IV aid reduced. Students who remain enrolled beyond the 60-percent point and are charged full tuition may receive all Title IV aid for the semester.

Adjustments to Institutional Scholarships and Grants

Syracuse University scholarships and grants are awarded according to institutional policy. Students who withdraw before the semester ends may either lose their institutional scholarships and grants or have their institutional aid prorated.

Scholarships and grants are awarded on the basis of full-time enrollment for the full semester.

Refund and Withdrawal/Leave of Absence

In the event that you take a leave of absence or withdraw from the University, your student account may be subject to proration or removal of your financial aid for that term. If you receive a refund based on this funding, any subsequent financial aid adjustments resulting from a withdrawal or leave may result in a balance due on your bursar account, which will be due immediately upon your departure from the University. If you have any questions on this, we encourage you to contact our Financial Aid Office at 315.443.1513, or the Bursar's Office at *Bursar@syr.edu* or 315.443.2444.

Residence Refunds

For continuing students no longer using the service with the permission of the University.

(1) All residence refunds must be authorized for Bursar Operations by the Housing, Meal Plan, and I.D. Card Service Center.

(2) The conditions of occupancy are defined in the *Terms and Conditions of Student Housing*. The occupancy term for single student housing is for the academic year (two semesters—fall and spring).

(3) After students pick up their room keys, the following refund schedule is effective if a student withdraws from the University or leaves housing with the permission of the Housing, Meal Plan, and I.D. Card Service Center. Documentation of the student's withdrawal from the University must be furnished to the Housing, Meal Plan, and I.D. Card Service Center at the time of cancellation.

Opening Week (exclusive of a $450 late cancellation charge)	100% of residence charge
1st full week of class	65% of residence charge
Week 2	50% of residence charge
Week 3	35% of residence charge
Week 4	20% of residence charge
Week 5 and thereafter	No Refund

If the Housing, Meal Plan, and I.D. Card Services Center is not notified by the last day of final exams in December of the student's plans to leave the University for the spring semester, there is a cancellation charge of

Refund Policies
Penalties

$450. This applies to students who graduate, participate in an off-campus academic program (e.g., semester abroad), or withdraw from the University.

Cancellation of housing lottery assignments by students to reside off campus (those students not obligated to the two-year housing requirement) or to commute from home will be assessed a $450 cancellation fee.

Meal Plan Refunds

For continuing students no longer using the service with the permission of the University.

(1) All meal plan refunds must be authorized for Bursar Operations by the Housing, Meal Plan, and I.D. Card Service Center.

(2) Students who are eligible to withdraw from meal plan agreements must give five days' notice to the Housing, Meal Plan, and I.D. Card Service Center. Upon approval by the Housing, Meal Plan, and I.D. Card Service Center, the student may be *eligible for a refund, excluding the amount of SUpercard used,* according to the following schedule:

Week 1	80% of food service charge
Week 2	50% of food service charge
Week 3	35% of food service charge
Week 4	20% of food service charge
Week 5 and thereafter	No Refund

Add/Drop Refund Policies

FULL-TIME UNDERGRADUATE AND COLLEGE OF LAW STUDENTS

Within First Three Weeks of Classes

There will be no charges or credits for courses added or dropped within the 12 to 19 credit range. Credits added in excess of 19 will be charged on a per credit basis. Tuition for credits dropped outside the 12 to 19 credit range will be credited at 100 percent.

After Third Week of Classes

Charges for courses added or dropped after the financial deadline, which is three weeks from the first day of classes, will be based on the number of credits for which a student is registered on the day of the financial deadline. Therefore:

(1) no credit will be given for credits dropped after the financial deadline;

(2) tuition will be charged for all credits added above 19 credits, regardless of the number of credits dropped.

Example 1

You are registered for 20 credits. After the financial deadline has passed you decide to drop a three-credit course. Although you are now registered for 17 credits, you are not entitled to a refund for the one credit over 19 because you dropped the course after the financial deadline.

Example 2

You are registered for 18 credits. After the financial deadline for dropping courses, you drop a two-credit course and add a three-credit course. Although you are now registered for 19 credits, you will be charged for 21 credits because you are not entitled to a refund for the 2 credits dropped after the financial deadline.

Example 3

You are registered for 15 credits. After the financial deadline you add a three-credit course. You are now registered for 18 credits; you will not be charged additional tuition because you remained within the 12 to 19 credit range.

GRADUATE STUDENTS

Within First Three Weeks of Classes

Tuition for credits dropped within the first three weeks of classes will be refunded at 100 percent. Charges for credits added will be at the per credit rate, which is determined by the student's college of registration and class level.

After Third Week of Classes

Tuition for credits dropped after the financial deadline, which is three weeks from the first day of classes, will be charged at 100 percent. Charges for credits added will be at the per credit rate, which is determined by the student's college of registration and class level. Charges for credits added will not be offset by credits dropped.

**Certain online courses and programs have their own unique drop deadlines. Please check with your program administrator for deadlines.

DROPPING A WINTERLUDE CLASS:

Winterlude classes have unique deadlines that do not follow the published official term deadlines for spring 2017 classes. As a Main Campus student you will have access to drop these classes online. Drop deadlines are available by consulting MySlice > My Class Schedule or by View Financial Deadlines after you have registered.

UNIVERSITY COLLEGE STUDENTS

(Part-time matriculated undergraduates and all nonmatriculated and Distance Learning students)

Before the Published Financial Drop Deadline

Tuition for credits dropped before the published financial drop deadline will be credited at 100 percent. Charges for credits added will be at the per credit rate.

After the Financial Drop Deadline

Tuition for credits dropped after the financial deadline will be adjusted, based on the academic deadline in place on the date you drop the class.

Penalties

The University reserves the right to deny admission or registration to any person who has not paid in full, and in good funds, the entire obligation to the University in accordance with this publication and/or the terms of the obligation. In any such case, the University may at its sole discretion, take the following action(s): (1) refuse to admit or register the student; (2) cancel the student's registration; (3) bar the student from attending classes; (4) remove the student from University housing; and/or (5) withhold the student's transcript and diploma. All such remedies shall be cumulative and exist in addition to any other rights that the University may have to collect the amount due.

Returned Checks

Checks or EFT payments returned to Syracuse University for insufficient funds, postdating, missing signatures, closed account, stop payment, or uncollected funds will be treated as a past due balance and assessed an additional fee in the amount of $25.

Penalties, Vehicles Bookstore

Late Fee

The University reserves the right to assess a late payment fee. When the unpaid balance due for the semester is $499.99 or less, the late fee is $85; when the unpaid balance due for the semester is $500 or more, the late fee is $120.

Vehicles

Registration and Permit Purchase

Students must register and purchase a parking permit for the vehicle that they operate on Syracuse University property. A Syracuse University permit only allows the permit holder and vehicle owner to operate the vehicle. Permits are non-transferable. It is the responsibility of the permit holder to be aware of the parking regulations and abide by them. The purchasing of a permit is deemed to be conclusive evidence that the owner accepts and agrees to abide by the rules and regulations of the Parking and Transit Services Department and Syracuse University.

Parking Fees

	Surface Lots	Garages	Manley, Skytop, South Campus, and Motorcycle
Per day	$8.00	N/A	$5.00 Man/Sky only
Per week	43	N/A	19.00 Man/Sky only
Per semester	216	419	60
Per month	148		58
Per academic year Fall and spring	397	788	109
Per year September–August	476	942	136 ($103 motorcycle)

A refundable proximity card deposit of $50 for garages and gated areas is required.

EZ Pass/Smartcard Deposit	$60
Pedestrian Door Key Fob Deposit	$15

Vehicle Registration Policies

University parking regulations are approved by the University Parking Advisory Committee, which consists of members of the University faculty, staff, administration, graduate, and undergraduate students.

(1) Resident first year students may NOT possess or be responsible for a motor vehicle while in attendance at Syracuse University. Requests for exceptions to this regulation must be made through Parking Services, 621 Skytop Road. All requests must be made and approved by our office before the vehicle is brought to campus.
(2) Garage permit holders may park in any available space within the garage except those which are marked as reserved.
(3) Students who do not qualify to park in a Main Campus parking lot may park registered vehicles at the Manley Field House or Skytop commuter parking lots for a nominal fee and use the free shuttle bus service to and from campus.
(4) Motorcycles and mopeds are permitted with a permit in certain campus areas. Motorcycles and mopeds must be registered and must be parked only in the recognized motorcycle parking areas.
(5) A Syracuse University vehicle registration does not permit other members of the registrant's family or friends to operate the registered vehicle.
(6) Students cannot register another student's vehicle on their permit. Permits are not transferrable.

Permit Refund Policies

CANCELLATIONS

Individuals may cancel their parking privileges by removing the parking permit from the vehicle and returning it to Parking Services. Unwillingness to remove the permit is not a valid reason for not surrendering it. Refunds will be authorized only upon presentation of the permit to Parking Services.

REFUNDS

Refunds will be computed when permits are returned, based upon the posted rates. If an individual has an outstanding balance for violation charges, any credits will be applied to the balance before a refund is issued. No refunds under $10 will be processed.

REPLACEMENT CHARGE

There is no charge for a replacement permit when registering a replacement vehicle or changing lot designation **if the old permit is turned in.**

If an individual fails to remove the permit from a registered vehicle, or if no permit is turned in when changing lots, there is a replacement charge of $15.

Charges

Any charges and expenses incurred by the University for towing or relocating a vehicle will be charged against the registrant without regard to whether the registrant was operating the vehicle. In the case of nonregistration, the charge shall be assessed against the person who should have registered the vehicle, or, if there is more than one, all concerned will be liable for the charge.

Charges shall become effective on the day issued and are payable within a period of 14 days from the date of issuance. Payment may be made in person by cash, check, or credit card (MasterCard or VISA) at Parking Services. Payment may also be made in the form of a check mailed to Syracuse University, Parking Services, 621 Skytop Road, Syracuse NY 13244-5300. Checks must be payable to Syracuse University. The violator's copy of the ticket must be included with payment. Failure to resolve outstanding balances may result in additional charges and collection action.

Students may be held responsible for any vehicle registered to any member of their families. It is the responsibility of the students to inform members of their families of the regulations.

The University reserves the right to have the vehicle of any person physically removed (towed) from its campuses or immobilized at the driver's or registrant's expense.

Parking information is available upon request from Syracuse University, Parking Services, 621 Skytop Road, Syracuse NY 13244-5300, telephone 315.443.4652.

Bookstore Charge Accounts

Matriculated Syracuse University students may open a Bookstore Charge account.

- There is no annual fee.
- There is no late fee.
- There is no interest charged if the Bookstore Charge account balance that is due is paid on or before the due date.
- For those who prefer to extend payments over time, an APR of 16% interest charge is applied.
- For your security, your student identification card (SU I.D.) will be encoded and used as the Bookstore Charge card.
- Bookstore Charge accounts are subject to a maximum credit limit of $2,000.
- For those under 21 years of age, a parent or guardian must sign and date the agreement as well.

Matriculated students who wish to see the terms and conditions and/or apply for a Bookstore Charge account can read and download the Bookstore Retail Installment Agreement at *bookweb.syr.edu.* Applications are also available in the Credit Department on the upper level of the Schine Student Center Bookstore.

The Bookstore also accepts Visa, MasterCard, American Express, Discover, SUpercard PLUS, personal check and cash for purchases.

Syracuse University

ADDRESSES

General Mailing Address
Syracuse University
Syracuse NY 13244
315.443.1870

Office of Admissions
100 Crouse-Hinds Hall
315.443.3611
Internet: *orange.syr.edu*

SU Bookstore
303 University Place
315.443.9900
bookstore@syr.edu
Internet: *bookweb.syr.edu*

Bursar Operations
101-102 Archbold North
315.443.2444
bursar@syr.edu
Internet: *bursar.syr.edu*

Office of Enrollment Management
Suite 207 - Bowne Hall
315.443.4492
grad@syr.edu
Internet: *graduateadmissions.syr.edu*

Office of Financial Aid
200 Archbold North
315.443.1513
financialaid.syr.edu/emailus
Internet: *financialaid.syr.edu*

Office of Scholarship Programs
202 Archbold North
315.443.1513
scholar@syr.edu
Internet: *syr.edu/financialaid/scholarships*

Graduate School
304 Lyman Hall
315.443.2543
grad@syr.edu
Internet: *gradsch.syr.edu*

College of Law
Office of Student Life
220 Dineen Hall
315.443.1146
Internet: *law.syr.edu*
Office of the Dean
408 Dineen Hall
315.443.2524

Health Services
111 Waverly Avenue
315.443.9005
suhealth@syr.edu
Internet: *health.syr.edu*

Syracuse University Abroad
106 Walnut Place
315.443.3471
Internet: *suabroad.syr.edu*

Slutzker Center for International Services
310 Walnut Place
315.443.2457
Lescis@syr.edu
Internet: *international.syr.edu*

Parking and Transit Services
621 Skytop Road
315.443.4652

Recreation Services
241 Archbold Gymnasium
315.443.4386
Internet: *recreationservices.syr.edu*

Office of the Registrar
106 Steele Hall
315.443.2422
Internet: *syr.edu/registrar/*

Housing, Meal Plan, and I.D. Card Service Center
206 Steele Hall
315.443.2721
housing@syr.edu
Internet: *housingmealplans.syr.edu*

Office of Student Assistance
306 Steele Hall
315.443.(HELP)4357
studentassistance@syr.edu

Office of Student Debt Management
101-102 Archbold North
315.443.4771

University College
700 University Avenue
315.443.3261
parttime.syr.edu
Internet: *uc.syr.edu*

Veterans Resource Center
700 University Avenue
315.443.3261

The University does not discriminate on any protected basis. This includes in admission, treatment, or access to its programs or activities or in employment in its programs and activities. The University prohibits harassment or discrimination related to any protected category. The protected bases include creed, ethnic or national origin, sex, gender, pregnancy, disability, marital status, political or social affiliation, age, race, color, veteran status, military status, religion, sexual orientation, domestic violence status, gender identity, gender expression, or perceived gender.

Any complaint of discrimination or harassment related to any of these protected bases should be reported to the University's interim chief equal opportunity and Title IX officer, Sheila Johnson-Willis. She is responsible for coordinating compliance efforts under the various laws, including Titles VI, IX,* and Section 504 of the Rehabilitation Act. She can be contacted at the Office of Equal Opportunity, Inclusion and Resolution Services, 005 Steele Hall, Syracuse University, Syracuse, NY 13244-1520; or by email: *EOIRS@syr.edu;* or by telephone: 315.443.4018.

* Title IX prohibits harassment or discrimination based on sex, gender, sexual orientation, gender expression, or gender identity and is enforced by the Office for Civil Rights [*OCR@ed.gov;* 800.421.3481]. Titles VI and VII prohibit harassment or discrimination based on race, national origin, or color. Sections 503 and 504 of the federal Rehabilitation Act and the Americans with Disabilities Act prohibit discrimination or harassment because of disability. In addition, New York law prohibits discrimination or harassment based on these and other protected categories. To report an incident related to Title IX, please send an email to Sheila Johnson-Willis at *TitleIX@syr.edu*.

Syracuse University
Bursar Operations
101-102 Archbold North
Syracuse NY 13244-1140