**ADVISING - Academic Course Selection**

**Continuing Students - Enrolled Spring 2014**

Advising Session: Monday, March 17 – Friday, March 28

Advising By Appointment Only, During Posted Office Hours (Holidays Excluded):

Monday, March 31 – Friday, May 2

Thursday, June 12 – Wednesday, July 30

**Transfer/Re-Entry Undergraduates and First-time/Re-Entry Graduates**

Advising By Appointment Only, During Posted Office Hours (Holidays Excluded)

Monday, March 31 – Friday, May 2

Thursday, June 12 – Wednesday, July 30

**Between Semesters (Holidays Excluded):** Advising availability and procedures vary among programs. If advisors are not available, transfer and re-entry undergraduate students with less than 45 hours may go to Lee Hall 115 for assistance during this period.

Monday, May 19 – Tuesday, June 3

Monday, August 4 – Tuesday, August 19

**Late Advising: All Students**

Wednesday, August 20 – Friday, August 22

**REGISTRATION via ULink**

*CHECK ASSIGNED REGISTRATION APPOINTMENTS VIA ULINK*

**Registration for Students Enrolled Spring 2014:**

Begins According to Assigned Appointment: Monday, March 24 (8:00 am)

**Registration for Fall 2014 Applicants:** Transfer and Re-Entry Undergraduates

First-time and Re-Entry Graduates

Begins: Monday, April 7 (8:00 am)

**Registration (ALL STUDENTS):**

**OFF** Monday, May 12 (Noon) – Thursday, May 15 (4:00 pm)

**ON** Thursday, May 15 (4:01 pm) – Tuesday, August 12 (5:00 pm)

**OFF** Tuesday, August 12 (5:01 pm) – Monday, August 18 (4:00 pm)

**ON** Monday, August 18 (4:01 pm) – Friday, August 29 (8:59 pm)

**Last Day To Pay Fees and Retain Class Schedule**

Fall 2014 Registered students: Wednesday, August 13 (4:30pm)

Warning: If fees are not paid by the August 13 deadline, the student’s schedule will be dropped and access to registration will be delayed. Students who register or re-register after August 13 will be charged a $50 Late Registration Fee.
ORIENTATION INFORMATION
(337) 482-1391 - email: orientation@louisiana.edu

First time freshmen and transfer students with less than 30 credit hours are required to attend an Orientation. An orientation information packet will be mailed to your home. For specific dates go to http://orientation.louisiana.edu. Information and procedures regarding admissions are available in The Office of Undergraduate Admissions & Recruitment (112 Foster Hall), or the Welcome Center (French House), or by calling (337) 482-6553. Special orientation sessions are available for Adult Learners: call (337) 482-1391 or visit http://orientation.louisiana.edu.

FALL 2014 FEE POLICY

Please Read Carefully - Subject to Change
http://bursar.louisiana.edu

Students should read the fee policy for each semester or session to stay up-to-date on any changes. Recipients of scholarships, assistantships, fellowships, National Guard, etc must have submitted all required paperwork for an automatic tuition deferment, well in advance of the deadlines stated below to avoid the late fees and/or registration cancellation. Federal financial aid recipients (Pell Grant, Stafford Loans) must request a tuition deferment via ULink prior to the deadlines stated below.

All registered students are advised to check their Statement of Account via ULink to verify that your payment has been received and posted or a tuition deferment has been processed. In addition, students must periodically check their ULink Statement of Account throughout the semester/session. This will ensure that students will be aware of any changes that may occur.

➢ TUESDAY, MAY 20 – STUDENTS MAY BEGIN PAYMENT OF ROOM AND BOARD
➢ MONDAY, JULY 7 – STUDENTS MAY BEGIN PAYMENT OF TUITION/FEES
➢ WEDNESDAY, AUGUST 13 (4:30 PM) - DEADLINE TO PAY TUITION AND FEES AND RETAIN SCHEDULE: Students who pay tuition/fees by the deadline will avoid late fees and/or registration cancellation.
➢ MONDAY, AUGUST 18 (3:00 PM) - CLASSES DROPPED FOR NONPAYMENT OF FEES: Nonpay students will have their classes dropped.

For students who register or re-register for classes after August 13, the tuition/fee deadline is the first day of class (August 25).

➢ MONDAY, AUGUST 18 (4:00 PM) - $50 LATE REGISTRATION FEE (NON-REFUNDABLE): The nonrefundable $50 Late Registration Fee will be assessed for students who register (or re-register) for classes at this time. Full payment of tuition and fees will be due by the first class day, Monday, August 25, 2014. (First time international students will be exempt due to their late arrival.)
➢ MONDAY, AUGUST 25 (4:30 PM) – TUITION DEADLINE FOR STUDENTS WHO REGISTERED OR RE-REGISTERED FOR CLASSES AFTER AUGUST 13.
➢ TUESDAY, SEPTEMBER 2 (4:30 PM) – LAST DAY FOR PAYMENT OF ADDITIONAL FEES FOR ADDING CLASSES.
➢ THURSDAY, SEPTEMBER 11 - ENROLLMENT DEADLINE FOR TUITION & FEES PAYMENT PLAN.
➢ MONDAY, SEPTEMBER 15 – CLASSES WILL BE DROPPED FOR NONPAYMENT OF FEES: Students who are registered for classes at this time and fail to pay Tuition and Fees or fail to submit the required paperwork for a Tuition Defeferment (Financial Aid, Scholarships, National Guard) or do not enroll in Tuition and Associated Fees Payment Plan, will have their classes dropped for non-payment. These students may not attend classes.
➢ REINSTATEMENT: STUDENTS ALLOWED REINSTATEMENT AFTER THE PURGE, WILL BE ASSESSED A $100.00 NON-REFUNDABLE REINSTATEMENT FEE IN ADDITION TO THE NON-REFUNDABLE LATE REGISTRATION FEE ($50)

After the final purge, these students will have an opportunity to be reinstated if they go to the Student Cashier Center in Lafayette Hall and process a Tuition Defeferment (approved through Financial Aid Office) or by paying tuition in full on or before Wednesday, October 1, 2014.
**FALL 2014 Semester Calendar**

Semester Begins ................................................................. Wednesday, August 20
Late Advising/Registration .............................................. Wednesday-Friday, August 20-22
Classes Begin ................................................................. Monday, August 25
Schedule Adjustment Period ........................................... Monday-Friday, August 25-29
Last Day to Drop a Class and Be Refunded .......................... Friday, August 29

**Labor Day Holiday:** ....................................................... Monday, September 1

First Day to Drop a Class and Receive a Grade of 'W' .......... Tuesday, September 2

Reminder to Veterans: All paperwork should be submitted to the V. A. Office in Foster Hall by mid-September.

Last Day to Apply for Graduate Degree ............................... Tuesday, September 9
Last Day to Apply for Undergraduate Degree ..................... Tuesday, September 9
Last Day to Apply for Honors Baccalaureate Degree .......... Tuesday, September 9
Last Day to Drop ‘1st Half Semester’ Courses and Receive a ‘W’ ...... See Course Note/Message
Last Day to Apply for Admission to Candidacy for Graduate Degree .... Friday, September 12
Last Day to Change a Course for Credit to Audit .................. Friday, September 12
(See University Bulletin, Rules and Regulations, Registration as an Auditor)

Spring 2015 Degree Candidates: ....................................... Friday, September 19
For an early spring registration appointment the degree candidate must submit an application for a degree to their academic dean.

Graduate Foreign Language Exams ..................................... Monday, September 22

**Fall Holiday:** (subject to change) ..................................... Thursday-Friday, October 9-10

Last Day to Drop a Class with a 'W' ..................................... Monday, October 13
There is no refund for dropping a class with a grade of 'W'. Dropping a class after this date is prohibited.

Spring 2014 Advising Session ............................................ Monday-Friday, October 20-31

Last Day to Resign for the Semester with a Grade of 'W' ........ Thursday, November 6
Resigning after this date is prohibited. See Resignation Refund Policy.

Last Day to Change an 'I' ..................................................... Thursday, November 6
Deadline to change an incomplete grade before it becomes a permanent grade of ‘F’ for the following terms: Spring 2014, Summer 2014, Summer Intersession 2014.

Graduate Foreign Language Exams ..................................... Monday, November 10
Last Day for Submitting Final Copies of Theses or Dissertations .... Tuesday, November 18
Last Day for Completing Written Examinations .................. Tuesday, November 25
Last Day for Graduate Oral Exams ...................................... Tuesday, November 25
Last Day for Submitting Final Copy Of Honors Thesis .......... Tuesday, November 25

**Thanksgiving Holiday:** ................................................... Thursday-Friday, November 27-28

**Dead Days:** ................................................................. Wednesday, December 3 – Sunday, December 7
No organized activities scheduled by any campus organization and no examinations in classes except for make-up exams and finals in laboratory courses, which consists of lab experience only.

Last Day of Classes .......................................................... Friday, December 5

**Final Examinations:**
Exams ................................................................................. Monday-Tuesday, December 8-9
Mid-Exam Study Day ......................................................... Wednesday, December 10
Exams Continued............................................................... Thursday-Friday, December 11-12

Commencement Exercises ................................................. Friday, December 19

Semester Ends ............................................................... Friday, December 19
FALL 2014 RESIGNATION REFUND POLICY

A student who officially resigns from all courses after completing registration may obtain a fee refund according to the following schedule:

<table>
<thead>
<tr>
<th>Date of Resignation</th>
<th>Registration/Student Assessed Fees</th>
</tr>
</thead>
<tbody>
<tr>
<td>Through First Class Day (August 25)</td>
<td>100%</td>
</tr>
<tr>
<td>Next Seven Class Days (August 26 - September 4)</td>
<td>90%</td>
</tr>
<tr>
<td>Next Eleven Class Days (September 5 - 19)</td>
<td>50%</td>
</tr>
<tr>
<td>Next Eighteen Class Days (September 22 – October 17)</td>
<td>25%</td>
</tr>
<tr>
<td>After October 17</td>
<td>0%</td>
</tr>
</tbody>
</table>

The percent refund of the student self-assessed fees does not include the student insurance fee of $22.00; and will be awarded only upon surrender of the student’s ID card. The $20.00 International Service Fee is non-refundable.

If the University cancels an ineligible student’s registration, then the student’s fee will be refunded according to the schedule above. The effective date of cancellation will determine which category of refund will apply. Refunds are usually mailed prior to mid-semester.

*The following are non-refundable fees: The $50 late registration fee, the $100 reinstatement fee, the $7.50 Initial Enrollment Fee, and Drop Fees.*

NOTICE TO STUDENTS WHO REGISTERED FOR CLASSES AND DECIDED NOT TO ATTEND: Students should drop all classes via ULink as soon as possible and no later than the 5th class day for fall/spring (3rd class day for summer). Beginning the 6th class day (4th for summer), students must resign; Junior Division students go to the Academic Success Center in Lee Hall, Upper Division students see their academic dean. See Resignation Refund Policy above.

FEE PAYMENT SCHEDULE FOR FALL 2014

Students may begin payment of room/board on Tuesday, May 20. Students may begin payment of tuition and fees on Monday, July 7.

STATEMENT OF ACCOUNT: Students may access their account through the portal, ULink - ulink.louisiana.edu.

ACCEPTABLE PAYMENT METHODS:

- http://bursar.louisiana.edu
- Payments in person or by mail can be made with personal checks, cashier’s checks, traveler’s checks, money order, or cash (do not mail cash).
- Payments with MasterCard, Discover, or American Express only, along with debit cards with the MasterCard logo can be made via ULink, Online Payment Gateway. A fee is charged for each transaction. Credit or debit cards with the Visa Logo are no longer accepted.
- Payments using E-checks or E-savings can be made via ULink, Online Payment Gateway. A fee is charged for each transaction.

DEADLINE TO PAY TUITION/FEES: Wednesday, August 13 (4:30 pm)

Recipients of scholarships, assistantships, fellowships, National Guard, etc. must have submitted all required paperwork for tuition deferment, well in advance of the deadline to avoid late fees and/or registration cancellation. Federal financial aid recipients (PELL Grant, Stafford Loans) must request a tuition deferment via ULink prior to the above deadline.

See the FEE POLICY for details regarding deadlines and assessment of late fees.

For students who registered (or re-registered) for classes after August 13, full payment of tuition/fees is due Monday, August 25 (4:30 pm).

Student Cashier Center, LOBBY HOURS: Lafayette Hall (Excluding Holidays)

<table>
<thead>
<tr>
<th>Day</th>
<th>Hours</th>
</tr>
</thead>
<tbody>
<tr>
<td>Monday and Thursday</td>
<td>07:45 am – 04:30 pm</td>
</tr>
<tr>
<td>Tuesday and Wednesday</td>
<td>07:45 am – 12:35 pm</td>
</tr>
<tr>
<td>Friday</td>
<td>Open During Lunch</td>
</tr>
<tr>
<td>Monday</td>
<td>Open During Lunch</td>
</tr>
<tr>
<td>Thursday</td>
<td>Open During Lunch</td>
</tr>
</tbody>
</table>
PAYMENT OF FEES VIA ULINK
http://bursar.louisiana.edu
MASTERCARD, DISCOVER, AND AMERICAN EXPRESS CARDS
ECHECK OR ESAVINGS
logon to ULink – Click on STUDENTS tab – Click on Statement of Account

PAYMENT BY MAIL:  Students not receiving financial aid.
Self-paying students may pay by mail. In order to meet the August 13 deadline, payment must be received by August 11, 2014.

Please do not send cash.
Mailed payments may be sent to the following address only:
University of Louisiana at Lafayette
Student Cashier Center
Box 44444
Lafayette, LA  70504-4444

LATE FEES (SEE FEE POLICY):  ALL STUDENTS

- LATE REGISTRATION FEE (NON-REFUNDABLE):  Students who register or re-register after Wednesday, August 13, 2014 will be assessed a non-refundable $50 Late Registration Fee.
- REINSTATEMENT FEE (NON-REFUNDABLE):  A non-refundable $100 Reinstatement Fee will be assessed to all students who are allowed reinstatement after the second and final purge.
- TUITION AND ASSOCIATED FEES PAYMENT PLAN - DEADLINE THURSDAY, SEPTEMBER 11, 2014

STUDENT CASHIER CENTER, LAFAYETTE HALL  (Subject to Change)

<table>
<thead>
<tr>
<th>Days</th>
<th>Dates</th>
<th>Time</th>
</tr>
</thead>
<tbody>
<tr>
<td>Wednesday-Thursday</td>
<td>August 20-21</td>
<td>7:45 am - 4:30 pm</td>
</tr>
<tr>
<td>Friday</td>
<td>August 22</td>
<td>7:45 am - NOON</td>
</tr>
<tr>
<td>Monday-Thursday</td>
<td>August 25-28</td>
<td>7:45 am - 4:30 pm</td>
</tr>
<tr>
<td>Friday</td>
<td>August 29</td>
<td>7:45 am - NOON</td>
</tr>
</tbody>
</table>

NOTE: After the last day to drop classes with a grade of “W”, please allow 21 calendar days for removal of the DEBT HOLD(S) when paying in person with a check; or, allow 7 days when paying online through e-check or e-savings.

FINANCIAL AID, SCHOLARSHIP, AND STIPEND RECIPIENTS:  (Subject to Change)
A student who is participating in the direct deposit program and is eligible to receive a Balance Due to Student on Wednesday, August 13, 2014 will have funds made available on Monday, August 25, 2014.

STUDENTS NOT PARTICIPATING IN THE DIRECT DEPOSIT PROGRAM WILL HAVE THEIR BALANCE CHECKS MAILED TO THE LOCAL ADDRESS ON MONDAY, AUGUST 25, 2014 (PLEASE VERIFY YOUR OFFICIAL ADDRESSES VIA ULINK). STUDENTS WITH A BALANCE DUE TO THE UNIVERSITY MUST PICK UP PROCEEDS ON A FIRST COME FIRST SERVED BASIS ACCORDING TO THE SCHEDULE BELOW:

<table>
<thead>
<tr>
<th>Days</th>
<th>Dates</th>
<th>Time</th>
</tr>
</thead>
<tbody>
<tr>
<td>Student Cashier Center, Lafayette Hall (Subject to Change)</td>
<td></td>
<td></td>
</tr>
<tr>
<td>Monday &amp; Tuesday</td>
<td>August 25-26</td>
<td>7:45 am – 4:30 pm</td>
</tr>
</tbody>
</table>
**ID CARDS – CAJUN CARD**

(SUBJECT TO CHANGE)

A valid ID card is required of all students. New students must have a photo taken in the Cajun Card Office, 1st floor Vermilion Hall. Continuing student’s ID’s are validated automatically upon payment of tuition.

<table>
<thead>
<tr>
<th>Office Hours</th>
<th>Monday-Thursday</th>
<th>7:30 am – 5:00 pm</th>
</tr>
</thead>
<tbody>
<tr>
<td>Friday</td>
<td>7:30 am – 12:30 pm</td>
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</tr>
</tbody>
</table>

**PARKING PERMITS**

(DATES/TIMES ARE SUBJECT TO CHANGE)

**LOCATED IN OLIVIER TOWER – 619 MCKINLEY SUITE 100**

Website: [http://park.louisiana.edu/](http://park.louisiana.edu/)

PARKING VIOLATIONS WILL BE ISSUED BEGINNING MONDAY, AUGUST 25, 2014

**RESIDENT STUDENT PARKING:** See website – [http://park.louisiana.edu/](http://park.louisiana.edu/)

**New and Returning Resident Students,** who are eligible to park on campus, may register a vehicle and purchase a permit online by visiting the Parking and Transit website at [http://park.louisiana.edu/](http://park.louisiana.edu/).

**COMMUTING STUDENTS:** Commuting students may park at Cajun Field or Bourgeois Hall (Zone 40). Parking permits are not required for these areas.

**FALL 2014 LOTTERY REGISTRATION:** Visit the Parking website: [http://park.louisiana.edu/](http://park.louisiana.edu/)

**NIGHT PARKING PERMITS:** Students enrolled in night classes, who wish to park on campus after 3:00 p.m., may register a vehicle and purchase a permit online by visiting the Parking and Transit website at [http://park.louisiana.edu/](http://park.louisiana.edu/).

**UL PARKING AND TRANSIT OFFICE HOURS:**

<table>
<thead>
<tr>
<th>Monday-Thursday</th>
<th>7:30 am – 4:45 pm</th>
</tr>
</thead>
<tbody>
<tr>
<td>Friday</td>
<td>7:30 am – 12:15 pm</td>
</tr>
</tbody>
</table>

**COMPLY WITH HOUSING REGULATIONS**

[http://housing.louisiana.edu/](http://housing.louisiana.edu/)

Located in Buchanan Hall, 2nd Floor

Contact Information: phone (337) 482-6471 or email: oncampsuliving@louisiana.edu

In compliance with the University of Louisiana system regulations, UL Lafayette requires all full-time (carrying 12 hours or more; 6 hours in a summer session) freshman students either live in on-campus housing or apply for and receive an exemption. Request for exemption must be made in the Housing Office, Buchanan Hall, 2nd Floor, thirty days prior to the start of the semester. Failure to comply with regulations may result in registration being canceled without refund of fees.

Arrangements for on-campus housing may be made in the Buchanan Hall, 2nd floor. The deadline for submitting a properly completed Residence Hall or Legacy Park application, $100.00 application fee, and $100.00 deposit will be as follows:

- **Fall Semesters:** May 15
- **Spring Semesters:** November 15
- **Summer Sessions:** March 15

Private rooms are available in residence halls for an additional charge. Various meal plans and payment plans are available. Late applications (those properly completed and received in the Housing Office after the deadline date) will be considered as long as space in residence halls is available. Processing time for late applications will be approximately three to five working days. Assignments are made on a first-to-apply and prepay, first-to-be-assigned basis so applications should be filed well in advance of the deadline.