Continuing Students: Enrolled Fall 2015

Advising Session ................................................................. Monday, October 19 – Friday, October 30
Advising By Appointment Only, During Posted Office Hours (Holidays Excluded):
................................................................. Monday, November 2 – Friday, December 4

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

Advising By Appointment Only, During Posted Office Hours (Holidays Excluded):
................................................................. Monday, November 2 – Friday, December 4

Between Semesters: 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.

(Excluding Holidays) ................................................................. Monday, January 4 – Friday, January 8

Late Advising: All Students

8:00 am – 4:00 pm ................................................................. Monday-Tuesday, January 11-12

REGISTRATION via ULink

CHECK ASSIGNED REGISTRATION APPOINTMENTS VIA ULINK

Registration for Students Enrolled Fall 2015:

Begins According to Assigned Appointment ................................................................. Monday, October 26 (8:00 am)

Registration for Spring 2016 Applicants: Registration Availability for Transfer/Re-Entry Undergraduates and First-time/Re-Entry Graduates.

Begins ................................................................. Monday, November 9 (8:00 am)

Registration for ALL STUDENTS:

OFF ................................................................. Friday, December 11 (8:59 pm) – Thursday, December 17 (4:00 pm)
ON ................................................................. Thursday, December 17 (4:01 pm) – Friday, January 1 (5:00 pm)
OFF ................................................................. Friday, January 1 (5:01 pm) - Wednesday, January 6 (4:30 pm)
ON ................................................................. Wednesday, January 6 (4:31 pm) – Wednesday, January 20 (8:59 pm)

Last Day To Pay Fees and Retain Class Schedule

Spring 2016 Registered students ................................................................. Monday, January 4 (4:30pm)

Warning: If fees are not paid by the January 4 deadline, the student’s schedule will be dropped. Students who register for classes after January 4 will be charged a nonrefundable $50 Late Registration Fee. See FEE POLICY.
ORIENTATION INFORMATION
http://orientation.louisiana.edu
Phone: (337) 482-1391 or Email: orientation@louisiana.edu
First-time freshmen and transfer students with less than 30 credit hours are required to attend
an Orientation. For specific dates, go to http://orientation.louisiana.edu. Information and
procedures regarding admissions are available in Enrollment Services, French House, or call (337)
482-6553. Special orientation sessions are available for Adult Learners: call (337) 482-1391 or
visit http://orientation.louisiana.edu.

SPRING 2016 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 a 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.

➢ MONDAY, OCTOBER 26 – STUDENTS MAY BEGIN PAYMENT OF TUITION/FEES AND ROOM/BOARD

➢ MONDAY, JANUARY 4 (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.

➢ WEDNESDAY, JANUARY 6 (3:00 PM) - CLASSES DROPPED FOR NONPAYMENT OF FEES:
Nonpay students will have their classes dropped. Students who register or re-register for classes after
January 1 will be assessed a nonrefundable $50 Late Registration Fee; also, the deadline to pay
tuition and fees is the first day of class (January 13).

➢ WEDNESDAY, JANUARY 6 (4:30 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. To avoid additional late fees, full payment of tuition and fees will be due by
the first class day, Wednesday, January 13, 2016. (First time international students will be exempt due to
their late arrival.)

➢ WEDNESDAY, JANUARY 13 (4:30 PM) – TUITION DEADLINE FOR STUDENTS WHO REGISTERED OR
RE-REGISTERED FOR CLASSES AFTER JANUARY 1.

➢ THURSDAY, JANUARY 21 (4:30 PM) – LAST DAY FOR PAYMENT OF ADDITIONAL FEES FOR ADDING
CLASSES.

➢ TUESDAY, FEBRUARY 2 - ENROLLMENT DEADLINE FOR TUITION & FEES PAYMENT PLAN.

➢ TUESDAY, FEBRUARY 2 (5pm) – 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 Deferment (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 Deferment (approved through Financial Aid Office) or by paying
tuition in full on or before March 4, 2016.
Sдж Shore 2016 Semester Calendar

FEE DEADLINES AND DATE CLASSES ARE PURGED FOR NONPAYMENT OF FEES.................. SEE FEE POLICY
Semester Begins ................................................................. Monday, January 11
Late Advising/Registration .................................................. Monday-Tuesday, January 11-12
NOTE: All first-time freshmen must enroll in UNIV 100 and are required to report to their UNIV 100 class on Tuesday, January 12. This class will meet 8am – 5pm. All other classes will begin January 13.

Classes Begin ........................................................................ Wednesday, January 13
Schedule Adjustment Period Begins ............................................ Wednesday, January 13
Short Course Begin/End Dates for S4 Sections (Last day to drop/Resign S4 Sections is Feb 5)........... January 13 - March 4

Holiday: Martin Luther King .................................................. Monday, January 18
Schedule Adjustment Period Ends ............................................. Wednesday, January 20
Last Day to Drop a Class and Be Refunded..................................... Wednesday, January 20
First Day to Drop a Class and Receive a Grade of ‘W’ ....................... Thursday, January 21
Note: There is no refund for dropping a class with a ‘W’ grade. For information regarding fee charges to drop a class, go to http://registrar.louisiana.edu/academic-records/faqs-about-grades and locate COURSE DROP POLICY.

Last Day to Apply for Candidacy ................................................ Friday, January 22
Reminder to Veterans: All paperwork should be submitted to the V. A. Office in Foster Hall by mid-February

Last Day to Apply for Graduate Degree .................................... Tuesday, February 2
Last Day to Apply for Undergraduate Degree .............................. Tuesday, February 2
Last Day to Apply for Honors Baccalaureate Degree .................... Tuesday, February 2
Last Day to Change a Course for Credit to Audit ............................ Tuesday, February 2
See Catalog (http://academicaffairs.louisiana.edu/resources/catalogs), Rules and Regulations, Registration as an Auditor

2nd Purge for Nonpayment of Tuition/Fees (See Fee Policy) ............... Tuesday, February 2

Holiday: Mardi Gras ............................................................. Monday-Wednesday, February 8-10
Classes Resume ....................................................................... Thursday, February 11

Summer/Fall 2016 Degree Candidates: ..................................... Friday, February 12
For an early registration appointment the degree candidate must submit an application for a degree to their academic dean.

Last Day to Drop a Class with a ‘W’ ........................................... Thursday, March 3
There is no refund for dropping a class with a grade of ‘W’. Dropping a class after this date is prohibited.

Short Course for S5 Sections Begin/End Date (Last day to drop/Resign S5 Sections is Apr 6)............... March 7 – April 29
Summer/Fall 2016 Advising Session .......................................... Monday-Friday, March 14-24

Holiday: Easter/Spring Break ..................................................... Friday-Sunday, March 25 – April 3

Graduate Foreign Language Exams ............................................ Monday, April 11
Last Day to Apply for Degree for Summer Graduation ..................... Monday, April 13
Last Day to Resign for the Semester with a Grade of ‘W’ .................. Thursday, April 14
Resigning after this date is prohibited. See Resignation Refund Policy.

Last Day to Change an ‘I’ ............................................................ Thursday, April 14
Deadline to change an incomplete grade, earned in the Fall 2015 or Winter Int 2015, before it becomes a permanent grade of ‘F’.

Last Day for Completing Written Examinations ............................ Thursday, April 14
Last Day for Graduate Oral Exams ............................................. Thursday, April 14
Last Day for Submitting Final Copy of Honors Thesis ........................ Thursday, April 14
Last Day for Submitting Final Copies of Theses or Dissertations ...... Monday, April 18

Dead Days: .............................................................................. Wednesday, April 27 (8 pm) – Sunday, May 1
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, April 29
Final Exams ............................................................................ Monday-Tuesday, May 2-3
Mid-Exam Study Day .............................................................. Wednesday, May 4
Final Exams Continued ............................................................ Thursday-Friday, May 5-6
Commencement Exercises ..................................................... FRIDAY, MAY 13
Semester Ends ....................................................................... FRIDAY, MAY 13
SPRING 2016 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 (January 13)</td>
<td>......................................... 100%</td>
</tr>
<tr>
<td>Next Seven Class Days (January 14-25)</td>
<td>......................................... 90%</td>
</tr>
<tr>
<td>Next Eleven Class Days (January 26 - February 12)</td>
<td>......................................... 50%</td>
</tr>
<tr>
<td>Next Eighteen Class Days (February 15 – March 9)</td>
<td>......................................... 25%</td>
</tr>
<tr>
<td>After March 9</td>
<td>......................................... 0%</td>
</tr>
</tbody>
</table>

The percent refund of the student self-assessed fees does not include the student insurance fee, and will be awarded only upon surrender of the student’s ID card. The 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.

Other Non-refundable fees: The $50 late registration fee, the $100 reinstatement fee, the $7.50 Initial Enrollment Fee, and the drop fee(s).

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 SPRING 2016

Students may begin payment of tuition and fees and room/board on Monday, October 26.

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: Monday, January 4 (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 January 1, full payment of tuition/fees is due the first class day, Wednesday, January 13 (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 – 11:30 am and 12:35 am – 04:30 pm</td>
</tr>
<tr>
<td>Friday</td>
<td>07:45 am – 12:00 NOON</td>
</tr>
<tr>
<td>Monday</td>
<td>Open During Lunch .......... 11:30 am – 12:35 pm</td>
</tr>
<tr>
<td>Thursday</td>
<td>Open During Lunch .......... 11:30 am – 12:35 pm</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 January 4 deadline, payment must be received by January 2, 2016.

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

LATE FEES (SEE FEE POLICY): ALL STUDENTS
The non-refundable Late Registration Fee and Late Payment Fees will be assessed to the student who has failed to pay tuition and fees or to enroll in the Tuition & Fees Payment Plan or to receive a tuition deferment by the deadlines below:

- **$50 LATE REGISTRATION FEE** is assessed for students who register after January 6.
- **TUESDAY, FEBRUARY 2 – Deadline for enrollment in Tuition & Fees Payment Plan.**
- **$100 REINSTATEMENT FEE BEGINS FEBRUARY 3.** In addition to the $50 Late Registration Fee, the $100 Reinstatement Fee will be assessed for the students who are reinstated after the 2nd purge for nonpayment of tuition/fees February 3.
- Late fees are non-refundable.

**STUDENT CASHIER CENTER, LAFAYETTE HALL** (Subject to Change)

<table>
<thead>
<tr>
<th>Day</th>
<th>Date</th>
<th>Time</th>
</tr>
</thead>
<tbody>
<tr>
<td>Wednesday-Thursday</td>
<td>January 13-14</td>
<td>7:45 am - 4:30 pm</td>
</tr>
<tr>
<td>Friday</td>
<td>January 15</td>
<td>7:45 am - NOON</td>
</tr>
<tr>
<td>Tuesday-Thursday</td>
<td>January 19-20</td>
<td>7:45 am - 4:30 pm</td>
</tr>
<tr>
<td>Friday</td>
<td>January 22</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 DEBT HOLD(S) when paying in person with a check or seven (7) calendar 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 **Friday, January 1, 2016** will have funds made available on **Wednesday, January 13, 2016.**

**STUDENTS NOT PARTICIPATING IN THE DIRECT DEPOSIT PROGRAM WILL HAVE THEIR BALANCE CHECKS MAILED TO THE LOCAL ADDRESS (PLEASE VERIFY YOUR LOCAL ADDRESS WITH THE REGISTRAR’S OFFICE VIA ULINK) ON WEDNESDAY, JANUARY 13, 2016. STUDENTS WITH A BALANCE DUE TO THE UNIVERSITY MUST PICK UP PROCEEDS ON A FIRST COME FIRST SERVED BASIS ACCORDING TO THE SCHEDULE BELOW:**

**Student Cashier Center, Lafayette Hall** (Subject to Change)

<table>
<thead>
<tr>
<th>Day</th>
<th>Date</th>
<th>Time</th>
</tr>
</thead>
<tbody>
<tr>
<td>Wednesday and Thursday</td>
<td>January 13-14</td>
<td>7:45 am – 4:30 pm</td>
</tr>
</tbody>
</table>
ID CARDS – CAJUN CARD

http://cajuncard.louisiana.edu/

Located in Vermilion Hall, 1st floor

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

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

PARKING PERMITS
(DATES/TIMES ARE SUBJECT TO CHANGE)

LOCATED IN OLIVIER TOWER – 619 MCKINLEY SUITE 100

Website: http://park.louisiana.edu/

PARKING VIOLATIONS WILL BE ISSUED BEGINNING WEDNESDAY, JANUARY 13

RESIDENT STUDENT PARKING: See website – 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.

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/.

UL PARKING AND TRANSIT OFFICE HOURS: Monday-Thursday 7:30 am – 4:45 pm

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

COMPLY WITH HOUSING REGULATIONS

http://housing.louisiana.edu/

Located in Buchanan Hall, 2nd Floor

Contact Information: phone (337) 482-6471 or email: oncampusliving@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.