Continuing Students: Enrolled SPRING 2013

Advising Session ................................................................. Monday, March 11 – Friday, March 22
Advising By Appointment Only, During Posted Office Hours
(Holidays Excluded) ............................................................... Monday, March 25 – Friday, May 3

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

Advising By Appointment Only, During Posted Office Hours
(Holidays Excluded) ............................................................... Monday, March 25 – Friday, May 3

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.

Late Advising: All Students

.................................................................................................................. Wednesday-Friday, June 5 - 7

Registration for Students Enrolled Spring 2013:

Begins According to Assigned Appointment ..................... Monday, March 18 (8:00 am)

Registration for Summer 2013 Applicants: Transfer and Re-Entry Undergraduates
First-time and Re-Entry Graduates
Begins ......................................................................................... Monday, April 1 (8:00 am)

Registration (ALL STUDENTS):

OFF ................................................................. Monday, May 13 (NOON) – Thursday, May 16 (4:00 pm)
ON ...................................................... Thursday, May 16 (4:01 pm) – Wednesday, May 29 (5:00 pm)
OFF ................................................................. Wednesday, May 29 (5:01 pm) – Monday, June 3 (4:00 pm)
ON .................................................... Monday, June 3 (4:01 pm) – Wednesday, June 12 (8:59 pm)

Last Day To Pay Fees and Retain Class Schedule (see FEE POLICY):

Summer 2013 Registered students ..................................................... Thursday, May 30 (4:30 pm)

Warning: If fees are not paid by the May 30 deadline, the student’s schedule will be dropped and access to registration may be delayed. Students who register or re-register after May 30 will be charged a $50 Late Registration Fee.

ORIENTATION INFORMATION

For specific dates go to http://orientation.louisiana.edu
Office of Orientation: Phone: (337) 482-1391
email: orientation@louisiana.edu
SUMMER 2013 FEE POLICY
Please Read Carefully - Subject to Change

PAYMENT POLICY: Go to http://bursar.louisiana.edu Click IMPORTANT PAYMENT POLICY UPDATE

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.

- MONDAY, MARCH 25 – STUDENTS MAY BEGIN PAYMENT OF TUITION/FEES AND ROOM/BOARD
- THURSDAY, MAY 30 (4:30 PM) - DEADLINE TO PAY TUITION/FEES AND RETAIN SCHEDULE: Students who pay tuition and fees by the deadline will avoid late fees and registration cancellation.
- MONDAY, JUNE 3 (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 May 30 will be assessed a nonrefundable $50 Late Registration Fee; also, the deadline to pay tuition and fees is the first day of class (June 10, 4:30pm).
- MONDAY, JUNE 3 (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 fees will be due by the first class day, Monday, June 10th. (First time international students will be exempt due to their late arrival.)
- MONDAY, JUNE 10 (4:30 PM) – TUITION DEADLINE FOR STUDENTS WHO REGISTERED OR RE-REGISTERED FOR CLASSES AFTER MAY 30.
- THURSDAY, JUNE 13 (4:30 PM) – LAST DAY FOR PAYMENT OF ADDITIONAL FEES FOR ADDING CLASSES.
- MONDAY, JUNE 17 – ENROLLMENT DEADLINE FOR TUITION & FEES PAYMENT PLAN.
- TUESDAY, JUNE 18 – 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 Thursday, July 11, 2013.
Summer 2013 Session Calendar

Session Begins .......................................................... Wednesday, June 5
Late Advising/Registration ........................................... Wednesday-Friday, June 5-7
Classes Begin .............................................................. Monday, June 10
Schedule Adjustment Period ................................. Monday-Wednesday, June 10 - 12
Last Day to Drop A Class and Be Refunded .......................... Wednesday, June 12
First Day to Drop a Class and Receive a Grade of ‘W’ ...................... Thursday, June 13
Note: There is no refund for dropping a class with a ‘W’ grade.

Reminder to Veterans: All paperwork should be submitted to the V. A. Office in Foster Hall by the end of June.

Last Day to Apply for Graduate Degree .................................. Monday, June 17
Last Day to Apply for Undergraduate Degree .......................... Monday, June 17
Last Day to Apply for Honors Baccalaureate Degree ....................... Monday, June 17
Last Day to Change a Course for Credit to Audit .......................... Tuesday, June 18
(See University Bulletin, Rules and Regulations, Registration as an Auditor)

Last Day to Drop/Resign from Special Courses
First 3-Week Short Course ................................................. Thursday, June 20
First 4-Week Short Course ................................................. Monday, June 24
Second 3-Week Short Course ............................................. Thursday, July 18
Second 4-Week Short Course ............................................. Monday, July 22

Last Day to Apply for Admission to Candidacy for Graduate Degree ............................ Wednesday, July 3

Holiday: Independence Day ............................................... Thursday, July 4
Graduate Foreign Language Exams ....................................... Monday, July 15

Last Day to Drop a Class or Resign from the University for the Summer with a Grade of ‘W’ ....... Thursday, July 18
Dropping a class after this date is prohibited. There is no refund for dropping a class with a grade of ‘W’. Resigning after this date is prohibited. See Resignation Refund Policy.

Deadline to change a grade of ‘I’ earned in Spring/Summer Int/Summer 2013 will be November 7

Last Day for Submitting Final Copies
Theses or Dissertations .................................................. Friday, July 26
Last Day for Completing Written Examinations .......................... Friday, July 26
Last Day for Graduate Oral Exams ....................................... Friday, July 26
Last Day for Submitting Final Copy
Of Honors Thesis .......................................................... Friday, July 26

Last Day of Classes ..................................................... Wednesday, July 31
Final Exams ............................................................... Thursday-Friday, August 1 - 2
Session Ends .................................................................. Friday, August 2
Summer 2013 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 (June 10)</td>
<td>........................................100%</td>
</tr>
<tr>
<td>Next Three Class Days (June 11-13)</td>
<td>........................................90%</td>
</tr>
<tr>
<td>Next Seven Class Days (June 14-24)</td>
<td>........................................50%</td>
</tr>
<tr>
<td>Next Eleven Class Days (June 25 – July 10)</td>
<td>........................................25%</td>
</tr>
<tr>
<td>After July 10</td>
<td>........................................0%</td>
</tr>
</tbody>
</table>

The percent refund of the student self-assessed fees does not include the student insurance fee of $14.00. The percent refund of the student self-assessed fees will be awarded only upon surrender of the student’s ID card. The $10.00 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-session.

Non-refundable fees: The $50 late registration fee, the $100 reinstatement fee, the $7.50 Initial Enrollment Fee, and 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 SUMMER 2013

Students may begin payment of tuition fees/room and board, Monday, March 25, 2013.

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

ACCEPTABLE PAYMENT METHODS:

- [http://bursar.louisiana.edu](http://bursar.louisiana.edu) click on IMPORTANT PAYMENT POLICY UPDATE
- 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 not 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: Thursday, May 30 (4:30 pm)

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, 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 May 30

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

For students who registered (or re-registered) for classes after Thursday, May 30, full tuition and fees payment is due by Monday, June 10(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 pm – 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</td>
</tr>
<tr>
<td>Thursday</td>
<td>Open During Lunch</td>
</tr>
</tbody>
</table>
PAYMENT OF FEES VIA ULINK
http://bursar.louisiana.edu click on IMPORTANT PAYMENT POLICY UPDATE
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. Payment by mail can be made with personal checks, cashier’s checks, or money order. In order to meet the May 30 deadline, payment must be received by May 28, 2013.

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

•  $50 LATE REGISTRATION FEE (NON-REFUNDABLE) is assessed for students who register after May 30, 2013.

•  MONDAY, JUNE 17 – Deadline for enrollment in Tuition & Fees Payment Plan.

•  $100 REINSTATEMENT FEE BEGINS JUNE 18 (NON-REFUNDABLE): 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.

•  LATE FEES ARE NON-REFUNDABLE.

STUDENT CASHIER CENTER, LAFAYETTE HALL  (Subject to Change)
Wednesday-Thursday       June 5-6       7:45 am – 4:30 pm
Friday                    June 7         7:45 am - NOON
Monday-Wednesday          June 10-12     7:45 am – 4:30 pm

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, & 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 Thursday, May 30, 2013 will have funds made available on Monday, June 10, 2013.

STUDENTS NOT PARTICIPATING IN THE DIRECT DEPOSIT PROGRAM WILL HAVE THEIR BALANCE CHECKS MAILED TO THE LOCAL ADDRESS ON MONDAY, JUNE 10, 2013 (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:

Student Cashier Center: Lafayette Hall  
(Subject to Change)
Monday and Tuesday  June 10 - 11  7:45 am – 4:30 pm
**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. Continuing student’s ID’s are validated automatically upon payment of tuition.

Regular Office Hours:
- Monday-Thursday: 7:30 am – 5:00 pm
- Friday: 7:30 am – 12:30 pm

**PARKING PERMITS**

(DATES/TIMES ARE SUBJECT TO CHANGE)

NEW LOCATION IN OLIVIER TOWER – 619 MCKINLEY SUITE 100
Website: [http://park.louisiana.edu/](http://park.louisiana.edu/)

PARKING VIOLATIONS WILL BE ISSUED BEGINNING MONDAY, JUNE 10, 2013

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

New Resident Students, who are eligible to park on campus, must register their vehicle with the Parking and Transit Office, Olivier Hall, Room 100. Students must have a state vehicle registration certificate, a University Cajun Card, and the appropriate fee.

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.

**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:**
- Monday-Thursday: 7:30 am – 4:45 pm
- Friday: 7:30 am – 12:15 pm

**COMPLY WITH HOUSING REGULATIONS**

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

Contact Information: phone (337) 482-6471 or email: housing@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, **705 Taft St**, 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 Housing Office, **705 Taft St**. The deadline for submitting a properly completed Residence Hall or Legacy Park application, $50.00 application fee, and $100.00 deposit will be as follows:

<table>
<thead>
<tr>
<th>Semester</th>
<th>Deadline</th>
</tr>
</thead>
<tbody>
<tr>
<td>Fall Semesters</td>
<td>June 15</td>
</tr>
<tr>
<td>Spring Semesters</td>
<td>November 15</td>
</tr>
<tr>
<td>Summer Sessions</td>
<td>March 12</td>
</tr>
</tbody>
</table>

Private rooms are available in some 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.