

# NEW STUDENTS

## 2009-2010 Academic Year Payment and Fee Schedule

This Schedule applies to students classified as a "First Time Freshmen" or "Non-First Time Freshmen". Each Classification is defined as follows:

- **First Time Freshmen** – a student who is entering the university for the first time and has never previously attended a college or university.  
**Move-In Date: Saturday, September 19, 2009 at 10:00 am    Move-Out Date: Saturday, June 12, 2010 by 2:00 pm**
- **Non-First Time Freshmen** – a student who is NOT a First Time Freshmen (as defined above); and has previously attended a college or university (including CSULA)  
**Move-In Date: Monday, September 21, 2009 at 10:00 am    Move-Out Date: Saturday, June 12, 2010 by 2:00 pm**

Housing Services will begin processing paid applications on July 2, 2009. Space in the Housing Services complex is confirmed on a **FIRST COME FIRST SERVE** basis and applications are prioritized by the date that the appropriate payment and all the application materials are received. Space in the Housing complex is limited. Any paid applicant that is not confirmed a space will be automatically placed on a waiting list. Confirmation and waiting list letters will be mailed to applicants who have submitted the required application materials approximately four weeks after the processing date.

The installment payment includes a bed space within a fully furnished apartment, utilities (water, natural gas, electricity, gas collection), and basic satellite TV service. Additional funds will be needed for food and telephone service.

Students moving in after the scheduled date will be charged on a pro rated basis. This payment schedule is based on double occupancy which means that two students share a bedroom.

### Payment Options

Please select a <u>payment option</u> ➡➡➡	<u>Monthly (10 payments)</u>		<u>*Quarterly (3 payments)</u>		<u>*Academic Year (1 payment)</u>	
Please select status ➡➡➡	First Time Freshmen	Non-First Time Freshmen	<u>*For International Students</u>		<u>*For International Students</u>	
			First Time Freshmen	Non-First Time Freshmen	First Time Freshmen	Non-First Time Freshmen
Security Deposit (NOT covered by Financial Aid)	\$ 100.00	\$ 100.00	\$ 100.00	\$ 100.00	\$ 100.00	\$ 100.00
Application Fee (NOT covered by Financial Aid)	\$ 40.00	\$ 40.00	\$ 40.00	\$ 40.00	N/A	N/A
Program Fee (NOT covered by Financial Aid)	\$ 9.00	\$ 9.00	\$ 9.00	\$ 9.00	\$ 9.00	\$ 9.00
1st Installment	\$ 327.45	\$ 283.79	\$ 2,292.45	\$ 2,248.79	\$ 5,807.58	\$ 5,763.92
<b>Total Due (Initial payment)➡</b>	<b>\$ 476.45</b>	<b>\$ 432.79</b>	<b>\$ 2,441.45</b>	<b>\$ 2,397.79</b>	<b>\$ 5,916.58</b>	<b>\$ 5,872.92</b>
<b>APPLICATION PROCESSING DATE - JULY 2, 2009</b>						
Installment Due Dates ↓	Monthly Installment		Quarterly Installment		Full Payment	
October 1, 2009	\$ 655.00	\$ 655.00	(All Residents)			
November 1, 2009	\$ 655.00	\$ 655.00				
December 1, 2009	\$ 655.00	\$ 655.00				
January 1, 2010	\$ 655.00	\$ 655.00	Winter      \$ 1,965.00			
February 1, 2010	\$ 655.00	\$ 655.00				
March 1, 2010	\$ 655.00	\$ 655.00				
April 1, 2010	\$ 655.00	\$ 655.00	Spring      \$ 1,550.13			
May 1, 2010	\$ 655.00	\$ 655.00				
June 1-11, 2010	\$ 240.13	\$ 240.13				
<b>Sub-total</b>	<b>\$ 5,480.13</b>	<b>\$ 5,480.13</b>	<b>\$ 3,515.13</b>	<b>\$ 3,515.13</b>		
<b>ANNUAL TOTAL</b>	<b>\$ 5,956.58</b>	<b>\$ 5,912.92</b>	<b>\$ 5,956.58</b>	<b>\$ 5,912.92</b>	<b>\$ 5,916.58</b>	<b>\$ 5,872.92</b>

**SPECIAL NOTICE FOR FINANCIAL AID AND LOAN RECIPIENTS:** Based on your Financial Aid Award Letter, you may be eligible to pay a reduced payment of \$149 which consists of the security deposit, application fee, and program fee, and is not covered by Financial Aid. A portion or all of your remaining installments should be deducted from your financial aid award on a quarterly basis. Each quarter, you are responsible for verifying that the appropriate installments have been deducted from your financial aid award. If you qualify for a reduced payment, and receive a waiting list letter from Housing Services, your installments WILL NOT be deducted from your financial aid award. Once a space becomes available, the Housing Services office will contact you. Before being allowed to occupy the space, you will need to pay the entire quarter's installment.

\*These are the only payment option available for international students.

**CHECKLIST FOR APPLYING TO HOUSING:**

- ❑ **Step 1** - Read all on-campus application material, especially the License Agreement.
- ❑ **Step 2** - Fill out the on-campus application material which includes: Housing Services Application, License Agreement, Tuberculosis form, and Meningitis form (Freshmen Only).
- ❑ **Step 3** - Select a payment option: One Time Payment (Academic Year), Monthly or Quarterly.
- ❑ **Step 4** – Select a payment type: Personal Check, Cash (payment needs to be made in person at the CSULA Cashiers Office, after picking up an invoice from the Housing Services office), Money Order, or Cashier’s Check are accepted in person. To pay by MasterCard, log on to <https://commerce.cashnet.com/csulasp>. A 2.9% fee will be added to your credit card.
- ❑ **Step 5** – Submit the on-campus application material and your payment or CashNet (online) receipt to the Housing Services Office. See “NOTES” below for important information.

**NOTES:**

1. Your application will be prioritized by the date that the INITIAL PAYMENT and the on-campus application materials (License Agreement, Application and other forms) are received. Due to limited space, submitting all requested materials DOES NOT guarantee an on-campus housing space. Space will be confirmed on a FIRST COME FIRST SERVE basis utilizing the date priority defined above. A letter indicating the status of an application will be sent approximately four (4) weeks after the application processing date.
2. Please make your **PERSONAL CHECK, CASHIER’S CHECK or MONEY ORDER** payable to Cal State L.A.- Housing Services, and mail it to:

**CSULA Housing Services  
5300 Paseo Rancho Castilla  
Los Angeles, CA 90032**

**Rates and Fees**

Application Fee	\$40	A non-refundable fee required to cover the added costs incurred in collecting and processing installment payments.
Cylinder and Key Replacement	\$30-58	Based on the type of apartment for which lock must be changed (either a 2- or 4-bedroom apartment).
Dishonored Checks	\$25	For first returned check; \$35 for each check thereafter
Guest Rate	\$21.83	Per night. Inquire with the Housing Services Office for specific details.
Invaded Space	\$223	Residents assigned to double occupancy will be assessed the single occupancy rate each month that they are in violation of the invaded space policy (Refer to the Housing Services Student Guide). In addition, these residents will be subject to disciplinary action.
Late Fee	\$20	Payments are due on the 1 <sup>st</sup> of each month; a late fee of \$20 will be assessed to those payments made after the 7 <sup>th</sup> day of the month.
Program Fee	\$3	Per quarter-The Program Fee is used by the University Residence Council (URC) and Housing Services to provide programs and other opportunities for student involvement and growth.
Security Deposit	\$100	Refundable upon completion of License Agreement if all conditions have been met. \$25.00 of this deposit shall be forfeited for each hour a resident is late checking out at the completion of the License Agreement Term, up to \$100.00. Additional fees may be assessed for damages and cleaning.
Transfer or Status Fee	\$5	Per transfer or status change requested by students.