



**POLICIES RELATED TO
TUITION AND FEES
2024-2025**



Syracuse University General Policies Bulletin 2024-2025

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Refund Policies

General Criteria for Main Campus Students

Students can request a refund resulting from an overpayment by submitting a request via MySlice. Refunds are available by direct deposit or mail.

Direct deposit is a safe, secure way to receive your refund. By enrolling in direct deposit (in MySlice), your refund is electronically transferred into your U.S. based checking or savings account. Choosing direct deposit gives you the most secure and most convenient access to your funds. All tuition refunds for withdrawing students are determined by Bursar Operations based on the date of the withdrawal or leave of absence 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.

Leave of Absence and Withdrawals From the University

Students who withdraw, discontinue, or are suspended or expelled from the institution, or otherwise fails to complete the program on or after their first day of classes, will be entitled to a refund of tuition, fees and other similar charges for attendance calculated on the following basis:

- (1) 100% of tuition, fees and other similar charges less an administrative fee of \$100 will be refunded if the separation from the University occurred on the last day of the financial drop period. 73% of tuition, fees and other similar charges will be refunded if the separation occurs on the day that marks the end of 27% of the enrollment period; 66% of tuition, fees and other similar charges will be refunded if the separation occurs on the day that marks the end of 34% of the enrollment period; 60% of tuition, fees and other similar charges will be refunded if the separation occurs on the day that marks the end of 40% of the enrollment period; 53% of tuition, fees and other similar charges will be refunded if the separation occurs on the day that marks the end of 47% of the enrollment period; 46% of tuition, fees and other similar charges will be refunded if separation occurs on the day that marks the end of 54% of the enrollment period; 40% of tuition, fees and other similar charges will be refunded if separation occurs on the day that marks the end of 60% of the enrollment period.
- (2) Students who are withdrawn from the University for academic reasons may be eligible for a tuition refund based on the date of the withdrawal using the percentages above.
- (3) A personal leave of absence/withdrawal must be initiated through the advising office of a student's home school/college.
- (4) A medical leave/medical withdrawal may be initiated through Student Outreach and Support. If a medical leave/withdrawal has been initiated through the home school/college, students must also contact Student Outreach and Support in order to complete the request.

The reason for the request must be substantiated by supporting documentation from a licensed provider that will be submitted to and reviewed by Barnes Center at the Arch and Student Outreach and Support.

A Financial Adjustment committee including designees from Registrar, Bursar, Financial Aid, Treasurer, Student Outreach and Support and Academic Affairs will review appropriate requests referred for financial consideration. In order to qualify for the special refund consideration for tuition only that we extend under these circumstances, students must submit supporting medical documentation within 30 days of when the request is initiated. Otherwise, standard University policies will apply. Medical refunds, excluding the administrative fee of \$100, will be based on the date that the leave is requested by the student and will be prorated using the total number of class days in the period of enrollment as the base number for the daily calculation.
- (5) 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.

For all financial questions regarding leaves/withdrawals we suggest contacting the Bursar's Office at 315.443.2444 or by email at bursar@syr.edu.

Refunds

Students can request a refund resulting from an overpayment by submitting a request on MySlice. Refunds will be available by direct deposit or by mail. A copy of your I.D. may be requested if mailing to an address not on file with the University.

Excess Credit Refund Options

Students can request an excess credit refund resulting from an overpayment by submitting a request via MySlice. Refunds resulting from an overpayment from non-Federal Title IV aid are available by direct deposit or by check and are processed based on the student's request in MySlice.

Credit balances created by Federal Title IV aid are reviewed weekly and processed within 14 calendar days of the date the excess credit is created. There is no requirement to make a designation to receive your Title IV refund. Students who do not elect direct deposit will receive the excess credit balances via a check mailed to the home address.

Tuition Adjustment Refunds

All tuition adjustments for withdrawing students are determined by Bursar Operations based on the date of the withdrawal or leave of absence using our established policies with the exception of those cases where Federal regulations stipulate a specific methodology be followed.

Credit balances/excess credit refunds that include Federal Title IV aid Federal grants and loans can only be used to pay current academic year charges except as noted below: Excess credits (funds) resulting from federal grants and loans are refunded by direct deposit or check within 14 calendar days of the credit. If there are charges from a prior academic year, a student can authorize that up to \$200 of current year federal grants and/or loans be applied to pay an outstanding balance from a prior year.

Credit balances/excess credit refunds resulting from cash overpayments, University aid and alternative loans and outstanding University obligations For credit balances that are not generated by Federal Title IV aid, the University may exercise the right of offset, meaning that a credit refund amount in a term will be issued only after all other known University past due obligations are satisfied. This may result in a refund that is smaller than the excess credit for a term.

Leave of Absence and Withdrawals From the University After the Financial Deadline

Syracuse University recognizes that students may experience extenuating circumstances which lead to financial hardship as a result of a (medical) leave of absence ((M)LOA) or withdrawal (WD) submitted after the Financial Deadline. In these cases, students may wish to request a review of their circumstances to determine if financial reimbursement or adjustment is appropriate and/or possible. The Protocol for Appeal of Financial Consideration is designed to promote a comprehensive and consistent response to these requests by units within the University. A Financial Adjustment committee including designees from Registrar, Bursar, Financial Aid, Treasurer, Student Outreach and Support and Academic Affairs will review appropriate requests referred for financial consideration.

Requests that are appropriate for referral to committee must prove extreme and/or extenuating circumstances as to why the action was not taken prior to the Financial Deadline, which may include but are not limited to: death of a parent, medical incapacitation at time of deadline, crime victim, etc. Students must also provide explanation as to the financial impact of these circumstances. The reason for the request must be substantiated by supporting documentation that will be submitted to and reviewed by Student Outreach and Support.

Online students taking a leave of absence or withdrawing from the University are not entitled to a refund of tuition and fees after the financial drop deadline for each semester or online session. In addition, online students who drop a course after the financial drop deadline for that course, are not entitled to a refund of the course under the tuition refund petition.

Tuition refund policies at SUNY 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.

Refund Policies

Syracuse University Global (including College of Professional Studies)

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

Online students taking a leave of absence or withdrawing from the University are not entitled to a refund of tuition and fees after the financial drop deadline for each semester or online session. In addition, online students who drop a course after the financial drop deadline for that course, are not entitled to a refund of the course under the tuition refund petition.

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 policy. Title IV funds include the 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% 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% point may have their Title IV aid reduced. Students who remain enrolled beyond the 60% 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 a student takes a leave of absence or withdraws from the University, the student's account may be subject to proration or removal of their financial aid for that term. If the student received a refund based on this funding, any subsequent financial aid adjustments resulting from a withdrawal or leave may result in a balance due on the student's bursar account, which will be due immediately upon departure from the University. Any questions may be directed to the Financial Aid Office at 315.443.1513, or the Bursar's Office at bursar@syr.edu or 315.443.2444.

Add/Drop Refund Policies

FULL-TIME UNDERGRADUATE AND 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%.

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.

GRADUATE AND PART-TIME LAW STUDENTS

Within First Three Weeks of Classes

Tuition for credits dropped within the first three weeks of classes will be refunded at 100%. 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%. 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. Online students are not eligible for a refund after the financial drop deadline for each semester/course/session.

DROPPING A WINTERLUDE CLASS

Winterlude classes have unique deadlines that do not follow the published official term deadlines for Spring 2025 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 [MySlice>Billing/payments>View Financial Deadlines](#) after you have registered.

SYRACUSE UNIVERSITY GLOBAL STUDENTS

Before the Financial Drop Deadline of a Course

Tuition for credits dropped on or before the specific financial drop deadline of the class will be credited at 100%. Deadlines are located at [MySlice>Billing/payments Tile>View Financial Deadlines](#). Charges for credits added will be at the per credit rate.

After the Financial Drop Deadline

No refunds will be given for credits dropped after the financial deadline.

Online Students

No refunds will be given for credits dropped after the financial drop deadline. Please refer to [MySlice>Billing/payments Tile>View student account>Financial Deadlines](#).

Modifications

Syracuse University reserves the right to update or alter all information contained in the General Policies Bulletin at any time. Consistent with the terms of the Financial Information Disclaimer presented at the time of class registration, students are expected to review the current bulletin prior to acknowledgment and registration. Students with any questions should use the contact information provided on the final page of this bulletin to seek clarification. In the event that any one or more of the provisions contained herein, or the application thereof in any circumstance, is held invalid, illegal or unenforceable, the validity, legality and enforceability of any such provision in every other respect and of the remaining provisions contained herein shall not be affected or impaired thereby.

Refund Policies

Housing Refunds

All housing refunds must be authorized by the Office of Housing, Meal Plan, and I.D. Card Services and processed through Bursar Operations.

Occupancy Terms and Conditions

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

Refund Schedule

If a student withdraws from the University or takes a University-permitted leave from housing after a student has picked up room keys (checked in), refunds are calculated based on the refund schedule below:

Opening Week: 100% of housing charge (exclusive of a \$450 cancellation charge)

1st full week of class.....	65% of housing charge
Week 2.....	50% of housing charge
Week 3.....	35% of housing charge
Week 4.....	20% of housing charge
Week 5 and thereafter.....	No refund of housing charge

Meal Plan Refunds

All meal plan refunds must be authorized for Bursar Operations by the Office of Housing, Meal Plan and I.D. Card Services.

Refund Schedule

If a student withdraws from the University or takes a University-permitted leave from housing after a student has picked up room keys (checked in), refunds are calculated based on the refund schedule below:

Opening Week: 100% of housing charge (exclusive of a \$450 cancellation charge)

Week 1.....	80% of meal plan charge
Week 2.....	50% of meal plan charge
Week 3.....	35% of meal plan charge
Week 4.....	20% of meal plan charge

Syracuse Abroad Refund Policy

Financial Deadline for Course/Credit Changes

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 \$2,589 or 2,773 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.

Syracuse Abroad Refund Policy for Students Who Withdraw or Change Status

STUDENT WITHDRAWS	TUITION	PROGRAM FEE	COURSE FEE ⁴
Prior to departure	All tuition refunded except \$575 nonrefundable advance payment and \$300 internship withdrawal fee. 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
Between day of arrival through 5 p.m. on the day that marks the end of the financial drop period	All unearned tuition refunded except \$575 nonrefundable advance payment or a \$100 administrative fee. 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	Except for the World Partner programs—where tuition is refunded in accordance with the refund policy of the host institution—Syracuse Abroad students who withdraw or change status will be entitled to a refund of unearned tuition calculated on the same basis used by Main Campus. Please refer to the <i>Tuition, Fees, and Related Policies Bulletin</i> .	No refund will be made for Syracuse University-arranged housing.	Uncommitted and unexpended course fees refunded.

⁴ 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.

Syracuse Abroad Refund Policy

Syracuse Abroad Refund Policy When Syracuse University Ends Program

SYRACUSE UNIVERSITY ENDS PROGRAM	TUITION	PROGRAM FEE	COURSE FEE ⁴
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 remotely 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 (in person) or at home (remotely), 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.

Syracuse Abroad Summer and Short-Term Program Refund Policy for Students Who Withdraw

STUDENT WITHDRAWS	TUITION	PROGRAM FEE	COURSE FEE ⁴
Prior to departure	All tuition refunded except \$575 nonrefundable advance payment and/or a \$100 administrative fee.	No program fees will be refunded if withdrawal is 14 days or less before the start of the program. If withdrawal occurs 15 days or more before the start of the program, only uncommitted and unexpended program fees will be refunded.	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.

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

Students with written requests to be registered for a Syracuse 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 p.m. on the first day of the program.

SYRACUSE UNIVERSITY ENDS PROGRAM	TUITION	PROGRAM FEE	COURSE FEE ⁴
Prior to the ending date	Tuition refunded if the University determines that the course or courses cannot be completed abroad (in person). If student completes a course before the University ended the in-person program or at home (remotely), they will be charged for the credits earned. Tuition refund applies to Syracuse Abroad Summer only.	Uncommitted and unexpended program fees for room and board expenses only will be refunded.	Uncommitted and unexpended course fees refunded.

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 Syracuse 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.

⁴Course 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.

General Policies

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.

All University billing is done electronically. Students will receive an email once each bill is available. Parents/guardians can view bills once access is shared through the “Share My Access” feature in MySlice by the student. For information on using Share My Access and a current billing schedule, please visit the Bursar’s Office website at bursar.syr.edu.

The simplest and most convenient method of payment is electronic. This will substantially reduce delays in applying payments to the student’s account. Payment can also be made by check, although due to current challenges with the U.S. Postal Service, there may be delays in receiving the payment and applying it to the account. 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.

Undergraduate Students—Main Campus

All charges must be paid in full on or before the due dates as published online at finance.syr.edu/bursar/accounts-and-billing.

Graduate, S.J.D., LL.M., Part-Time J.D. and JD Students

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

Full-time Residential J.D. Students

All charges must be paid in full on or before the due dates as published online at finance.syr.edu/bursar/accounts-and-billing.

Monthly Payment Plan

The Monthly Payment Plan is available to all Main Campus undergraduates, graduates, law students and students registered through Syracuse Abroad. SUNY ESF students may use the plan for meal plan charges. There is an annual nonrefundable application fee of \$75 for participation in the plan.

The total charges for each semester must be paid in monthly installments that will be recalculated based on account activity.

If participating in this plan for the fall semester, the fall semester charges must be paid in full by the last date of the installment plan. Please refer to the due dates as published online at finance.syr.edu/bursar/accounts-and-billing. If participating in this plan for spring, charges must be paid in full by the last date of the installment plan. Please refer to the due dates as published online at finance.syr.edu/bursar/accounts-and-billing. Graduate students’ payment plans are a three-month duration with the first bill for fall sent in September and the first bill for spring available in January.

Payment plan billing begins in June for fall semester 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 (0% annual percentage rate) imposed for use of the Monthly Payment Plan. The application fee of \$75 will be billed to the student and included in the schedule of payments. Application forms for this plan may be obtained from Bursar Operations 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.

Online graduate students can email bursarsuonline@syr.edu for payment options.

Prepaid Tuition Plan

The University’s Prepaid Tuition Plan allows first-year students to prepay eight consecutive semesters—four fall and four spring (summer semester 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 July 1, prior to the student beginning their first year. This plan is available only to full-time Main Campus undergraduate students awarded less than \$8,000 per year in any type of financial aid.

We always recommend discussing this plan with your tax advisor. For a copy of the Prepaid Tuition Plan Agreement that governs this plan, please contact the Bursar’s Office: Bursar’s Office, Syracuse University, 119 Bowne Hall, Syracuse, NY 13244; 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; fines assessed by the library or parking services, or any department within Syracuse University where a charge has been incurred.

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

All undergraduate and law students who registered early for their fall courses or who matriculated prior to June 7 will have to pay their fall bill before July 19 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.

Please keep email addresses up-to-date for third parties who have been designated to receive e-bill notification.

Any registration without a complete payment arrangement will result in cancellation of the student’s entire class schedule.

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 may be imposed.

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

Billing (summer)

Main Campus undergraduate students who registered for summer will be billed in early May. Please refer to the due dates online at finance.syr.edu/bursar/accounts-and-billing. 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 schedule.

Main Campus graduate 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 at bursar.syr.edu or by calling the main campus Bursar Office at 315.443.2444.

Syracuse University Global 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 College of Professional Studies Bursar/Registration office at 315.443.4135.

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 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.

General Policies

Housing

Cancellation Fee

Through May 1, students not obligated to fulfill the two-year residency requirement who select housing during the room selection process may cancel their assignment to reside off campus or commute from home. They will be charged a \$450 cancellation fee. After May 1, the academic year housing commitment is financially binding regardless of class standing unless the student withdraws from the University.

Residency Requirement Fee

Syracuse University requires first-year matriculated 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 are to be paid to Bursar Operations. Charges will appear on the billing statement from Bursar Operations.

Terms and Conditions

Housing at Syracuse University is conditioned upon agreement to the rights, obligations and responsibilities set forth in the *Terms and Conditions of Student Housing*.

Termination

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

All 1st and 2nd year undergraduate students living in North Campus housing are required to be on a University unlimited meal plan and those residing in the Skyhalls are required to be on a University meal plan based on meal plan eligibility. Meal plans are arranged on a semester basis and the plan for the fall semester will automatically reinstate for the spring semester.

No refund or reimbursement will be made for the unused portion of any meal plan. Meal plan Dining Dollars must be used in full by the end of each semester; there are no refunds of unused meal plan Dining Dollars.

All meal plans entitle the student to enter an open dining center for a meal. It is a violation of the Student Code of Conduct to use another student's Syracuse University 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 Skyhalls or withdrawing from Syracuse University. Refunds are computed according to the meal plan refund policy described in "Refund Policies."

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% of the undergraduate tuition rate for courses audited.
- (3) During summer sessions, students will be charged 60% 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 nine or more credits exclusive of audit courses.
- (2) Students registered for fewer than nine credits will be charged 60% of the graduate tuition rate for courses audited. Online Grad students auditing will not be subject to reduced rate for audited classes.
- (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% 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% of the graduate tuition rate for courses audited.

College of Law Students

- (1) For JDresidential and LL.M. students, 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) and paying the full-time tuition rate.
- (2) Part-time JDresidential students and JDinteractive students will be charged 60% of the law tuition rate for courses audited.
- (3) During summer sessions, students will be charged 60% 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.

Important Note: 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 questions, call the Bursar's Office at 315.443.2444 or email bursar@syr.edu.

Dropping a Winterlude Class

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

General Policies

Syracuse University Students Registered for Courses at SUNY College of Environmental Science and Forestry (SUNY ESF) or SUNY Upstate Medical University

Syracuse University students who enroll in course(s) offered by either of these state institutions during the fall or spring semester will be billed by Syracuse University and are subject to Syracuse University tuition rates and fees as detailed in this publication. If you have additional questions, please call the Bursar's Office at 315.443.2444.

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. The financial deadline for each class may be viewed online. Students 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.

Overload Rate Exception (20 Credits or More)

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 school or college to carry a credit overload may request not to be charged for additional credits (over 19) if they meet the following criteria:

- a cumulative GPA of 3.5 or higher at the beginning of the semester for which the overload was approved,
- no outstanding incomplete grades and
- 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. No exceptions will be made on this policy.

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 11 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 College of Professional Studies tuition rate.

Undergraduates enrolled in a five-year program must have completed 10 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 10 regular semesters, e.g., due to increased course loads per semester or coursework completed during summer, are not eligible for this rate exception. This rate exception can only be used for one semester.

* Fall and spring semesters

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 website, syracuse.edu/admissions/cost-and-aid/policies.

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:

- Registered for full-time study (nine credits in the fall, spring or summer in a program approved by the student's advisor), or
- Holding an appointment as a graduate assistant or fellow and registered for the semester (fall or spring only).
- Registered for fewer than nine 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
- Registered for full-time study (six credits for each session for an online program)

College of Law Students

Registration for 12 or more credits (nine or more credits for LL.M.) confers full-time status on a law student during a fall or spring semester.

Full-time status is conferred upon J.D. and S.J.D. students registered for 12 or more credits in a fall or spring semester.

Full-time status is conferred upon LL.M. students registered for nine or more credits in 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 nine-credit criterion for full-time status as stated in (1) above.

Disruption to Educational and Other Services

In the event of a disruption to educational or other services for reasons beyond the University's control, the University reserves the right to alter

- the academic schedule, location and modality of instructional and learning activities, and academic terms and requirements (including content and grading) of undergraduate, graduate and doctoral programs;
- the schedule, location, availability and format of student services, activities and experiences;
- assignment of faculty and staff who deliver educational or other services; and
- the schedule, location and availability of dining and housing options and other related services.

Students shall not be entitled to refunds or offsets of tuition, fees, or other costs of attendance where the University exercises this right, except to the extent permitted by the University's published refund policies set forth below in this document. Events causing a disruption to educational or other services for reasons beyond the University's control may include, but are not limited to, labor strikes or other employee departures, epidemics or pandemics, governmental orders or directives, natural disasters, or other unforeseen circumstances threatening the health and safety of students, faculty or staff.

General Policies

Syracuse Abroad Audit Policy: Summer Programs

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

Participation Confirmation Policy

A nonrefundable participation confirmation deposit of \$575 is due within 10 days of receiving the acceptance letter in order to guarantee placement in the Syracuse Abroad program. Students who withdraw from the program forfeit the deposit.

Internship Withdrawal Policy

Students withdrawing from internship programs after the commitment deadline will be charged a fee of \$300.

Schedule of Payments

Payment of tuition and program fee must be made in full prior to departure. Billing and due dates can be found at finance.syr.edu/bursar/accounts-and-billing. Students will not be able to participate in the Syracuse 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 must make payment in full upon receipt of the acceptance letter; otherwise students may not be able to register.

Athletic Activity Admission

Special prices for admission to University athletic contests and events are extended to full-time Syracuse University and SUNY ESF 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 pg. 9 of this publication. Admission to any athletic event by using a student ticket is contingent upon providing a valid mobile ticket for scanning validation at Gate F of the stadium at time of admission. Based upon availability, qualified students may also purchase a limited number of guest tickets to be scanned on the student's mobile device.

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

Student season tickets are nontransferable and nonrefundable. 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.

All Student Season Pass purchasers will also be recognized as 'Cuse Athletics Fund ('CAF) members! 'CAF members get access to exclusive benefits throughout the year and priority allocation for post-season and marquee games.

Football and Men's Basketball Season Tickets

Each full-time, Main Campus student currently registered at one of the institutions indicated may purchase a season ticket for all home football and men's basketball games.

Based upon availability, qualified students may also purchase a limited number of single game guest tickets at the student ticket price with a valid Syracuse University I.D. card. Guests are to enter with the student and follow the same entry and seating procedures as the student.

The Syracuse University student season ticket seating area on the lower level is a modified general admission area. Student football and men's basketball season ticket holders wishing to sit in this area on game day must report to Gate F of the stadium to enter the facility. Presentation of the student's mobile ticket for scanning 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.

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

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

Other Athletic Events

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

Syracuse University Global

including College of Professional Studies

Syracuse University Global provides services, support and access to Syracuse University students who are not studying on Main Campus, through Project Advance or on a Syracuse Abroad campus. All students enrolled in College of Professional Studies degree programs, and in select degree programs within other Syracuse University schools and colleges, are supported by Syracuse University Global. Syracuse University Global support and services offices are currently located at the College of Professional Studies, 700 University Ave.

Students may elect to **audit** a course at 60% 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 College of Professional Studies 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 55 or older by the first day of the term, admitted to an undergraduate part-time degree program or credit undergraduate certificate through the College of Professional Studies (online or on campus) are eligible for a 30% discount at the current Syracuse University Global rate up to 11 credits per semester. This rate cannot be combined with other rates or grants.

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

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 the College of Professional Studies

Matriculated undergraduate students may only intra-university transfer to the College of Professional Studies from another school/college at Syracuse University to a College of Professional Studies part-time online degree program. Full-time students who register on the Main Campus for a College of Professional Studies course are charged Main Campus tuition and fees rates.

No student may transfer from Main Campus to the College of Professional Studies to enroll in a non-credit course. Full-time students on the Main Campus must register separately at the College of Professional Studies for these courses and pay the non-credit tuition in full.

Undergraduate students may not transfer to College of Professional Studies part-time status for the summer.

Student Deferred Payment Plan

Summer

All students who choose Student Deferred Payment Plan register online and must sign a promissory note and pay 25% 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.

Fall/Spring

All students who choose Student Deferred Payment Plan register online and must sign the promissory note and pay 25% 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

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 Eight week, Flex short, Flex long, Maymester and Winterlude sessions. Refer to the application for rules and exclusions.

The Employer Tuition Reimbursement must be signed by the company representative and submitted to the College of Professional Studies Bursar/

Registration Office within seven 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 late fees section of the Tuition and Fees booklet at bursar.syr.edu.

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.

Schedule Adjustment Procedures

Students can drop classes via MySlice through the withdrawal (WD) deadline of the term. Note: The amount of any tuition adjustment will be based on the financial deadline in place on the date the class is dropped by the student.

Dropping credits during the semester may impact your eligibility for financial aid both in the current and future terms. Any time you reduce your enrollment after class has begun, the University's Financial Aid Office must review your record and potentially recalculate your aid for the term. If you received a refund from the Bursar's Office, a recalculation of your financial aid awards for the term may require you to repay all or part of your refund to Syracuse University.

We recommend that students contact Financial Aid prior to dropping classes in MySlice to discuss any potential financial aid implications. The Financial Aid Office can be reached at 315.443.2948.

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>Class Search>Search for the class you are interested in then click the calendar icon to the left of the five-digit class number. After registering, the deadlines associated with dropping a specific class can be found via MySlice>Student Home>Billing/Payments>Financial Deadlines.

Financial Aid

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

Payment Arrangements

All students must pay or make satisfactory payment arrangements at the time of registration. Depending on the student's 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 the student at the time of registration. The student 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 the student's entire class schedule. Any questions regarding payment awards or what payment option is best, please go to professionalstudies.syracuse.edu/tuition-aid/tuition-fees/payment-options/, or call the Bursar and Registration Office at 315.443.4135.

Non-Credit Courses

Syracuse University Global facilitates the registration and payment process for non-credit courses offered through Syracuse University. Payment in full is required at the time of registration. Failure to pay in full will result in cancellation or your registration.

The fees and refund policies for these courses differ based on each individual course. For course-specific information, contact the department offering the course.

Summer at Syracuse

Registration and Payment

Main Campus students should contact the Registrar's Office for information related to summer registration at registrar.syr.edu or by phone 315.443.2422. Main campus students can find summer registration information and contact information for the Registrar's Office at registrar.syr.edu. Main Campus students register via MySlice and will be billed for their summer charges.

All **Syracuse University Global students** who show a payment due now on the payment page of the 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. Failure to 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.

College of Professional Studies students should contact the college for any information related to registration and payment. This office is located at 700 University Ave. and can be reached by phone at 315.443.4135 or email at bursareg@syr.edu.

Dropping Classes and Financial Deadlines

All Main Campus and Syracuse University Global 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 the student drops any class.

Students are expected to seek out and know the official deadlines before dropping classes. There are financial repercussions associated with each deadline.

Deadlines can be found online via: MySlice>Student Home>Enrollment> My Class Schedule>Deadlines or Student Home>Billing/Payments> Financial Deadlines.

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 document.

Intra-University Transfer to the College of Professional Studies

Main Campus undergraduate students may not transfer to the College of Professional Studies.

Summer residence rates and meal plans see Tuition and Fees bulletin at bursar.syr.edu.

English Language Institute see Tuition and Fees bulletin at bursar.syr.edu.

Tuition Assistance/Remitted Tuition/ Syracuse University Tuition Waiver 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), available at studentaid.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 they meet the following:

- (1) be a legal resident of New York state and have resided in New York state for 12 continuous months;
- (2) be a U.S. citizen or eligible non-citizen;
- (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 website, financialaid.syr.edu/policies.
- (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 60 credits);
- (7) does not exceed the New York State net taxable income eligibility guidelines;
- (8) effective for the 2023-24 academic year, TAP is available for students attending part-time at a State University of New York, City University of New York, or not-for-profit independent colleges to cover all otherwise TAP-eligible students enrolled in six or more credits. To be eligible for part-time TAP, you must have been a first-time freshman in the 2006-07 academic year or thereafter, be academically eligible and declared your major no later than 30 days after the financial drop deadline for students with junior standing.

Tuition assistance funds may be used only toward tuition. Students who are New York state residents and are recipients of the Syracuse University Tuition Waiver Program 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 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 315.443.5346. 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, bursar.syr.edu, or contact New York State Higher Education Services Corporation, 1.888.697.4372; or by visiting their website at hesc.ny.gov.

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 full-time or part-time undergraduate and graduate study at Syracuse University. 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%. For more information on tuition credit use, availability and expiration, please view the Human Resources website: hr.syr.edu/benefits/tuition-benefits/remitted-tuition or contact the Office of Human Resources at 315.443.4042.

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 without limitation 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 chief equal opportunity and Title IX officer, Sheila Johnson-Willis. **To report harassment or discrimination (including sexual harassment), please send an email to TitleIX@syr.edu or equalopp@syr.edu.**

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 website at comptroller.syr.edu 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.

Tuition Assistance/Remitted Tuition/ Syracuse University Tuition Waiver Program

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.

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 agencies 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 MySlice>Billing/Payments>Financial Deadlines) and has no tuition liability, the remitted tuition benefit or tuition credit for that course will be restored.

Syracuse University Tuition Waiver Program

Eligibility

The awarding of the Syracuse University 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 Tuition Waiver Program, please view the Human Resources website, hr.syr.edu/benefits/tuition-benefits/dependent-tuition or contact the Office of Human Resources at 315.443.4042.

Parking/Syracuse University Campus Store

Parking fees - refer to Tuition and Fees bulletin at bursar.syr.edu.

Registration and Permit Purchase

Students must register and purchase a parking permit for the vehicle they operate on Syracuse University property. A Syracuse University permit allows only 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 Transportation Services and Syracuse University.

Vehicle Registration Policies

- (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 Comstock/Colvin 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 transferable.

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. Student fall permit refunds will not be given after Oct. 15. Student spring and academic permit refunds will not be given after March 15. Full-summer and full-year refunds will not be given after June 15.

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 \$40.

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.

Syracuse University Campus Store

The Campus Store is your resource for academic materials, technology, art and school supplies, food and beverages, and Orange clothing and gifts; conveniently located in the Schine Student Center.

Shop in person or online at syrampusstore.com. The store accepts Visa, MasterCard, American Express, Discover, JCB, UnionPay, 'CUSE Cash, Campus Store Gift Cards and cash for purchases.

Department Contact Information

ADDRESSES

General Mailing Address

Syracuse University
Syracuse, NY 13244
315.443.1870

Office of Admissions

100 Crouse-Hinds Hall
315.443.3611
orange@syr.edu
syracuse.edu/admissions

Bursar Operations

119 Bowne Hall
315.443.2444
bursar@syr.edu
bursar.syr.edu

Syracuse University Campus Store

Schine Student Center
200 Waverly Ave.
315.443.9900
campusstore@syr.edu
syrampusstore.com

Center for International Services

310 Walnut Pl.
315.443.2457
lescis@syr.edu
international.syr.edu

College of Law

Student Affairs
220 Dineen Hall
315.443.1146

Office of the Dean
408 Dineen Hall
315.443.2524
law.syr.edu

Child Care Centers

Lambreth Ln.
315.443.4482 or
315.443.2471

Office of Financial Aid and Scholarship Programs

200 Bowne Hall
315.443.1513
finmail@syr.edu
syracuse.edu/admissions/cost-and-aid/

Graduate School

304 Lyman Hall
315.443.2543
grad@syr.edu
graduateschool.syr.edu

Office of Graduate Admissions

207 Bowne Hall
315.443.4492
grad@syr.edu
graduateadmissions.syr.edu

Health Insurance Office

Barnes Center at The Arch
150 Sims Dr.
315.443.9019
healthinsurance.syr.edu

Health Services

Barnes Center at The Arch
150 Sims Dr.
315.443.9005
suhealth@syr.edu
experience.syracuse.edu/bewell

Housing, Meal Plan and I.D. Card Service Center

111 Waverly Ave.
315.443.2721
housing@syr.edu
housingmealplans.syr.edu

JMA Wireless Dome Box Office

900 Irving Ave.
1.888.DOMETIX
dometix@syr.edu

Parking and Transportation Services

621 Skytop Rd.
315.443.4652
parking.syr.edu

College of Professional Studies

700 University Ave.
315.443.3261
parttime@syr.edu
professionalstudies.syr.edu

Recreation Services

150 Sims Dr.
The Barnes Center at The Arch
315.443.4386
experience.syracuse.edu/bewell

Office of the Registrar

106 Steele Hall
315.443.2422
registrar@syr.edu
registrar.syr.edu

Office of Student Debt Management

119 Bowne Hall
315.443.4771

Student Outreach and Support

111 Waverly Ave.
Suite 220
315.443.4357
studentsupport@syr.edu

Syracuse Abroad

106 Walnut Pl.
315.443.3471
suabroad.syr.edu

Office of Veteran Success

101 Waverly Ave.
315.443.0358
veterans@syr.edu
veterans.syr.edu

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