



ENROLLMENT AGREEMENT AND HOUSING APPLICATION 2014-2015

INSTRUCTIONS

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create your

ADMITTED STUDENT PORTAL

Your new student Web portal (not to be confused with your Prospective Student Portal) gives you secure access to online resources.

Activate your account:

- Go to myau.american.edu.
- Select **Create your account**.
- Select **I am a student** and follow instructions.

Office of Information Technology
202-885-2550 or
helpdesk@american.edu

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complete

ENROLLMENT AGREEMENT AND HOUSING APPLICATION AND SUBMIT DEPOSIT

First-year students are guaranteed on-campus housing. Rooms are assigned based on the date we receive your housing deposit. Students who complete the enrollment and deposit process *online* through the Admitted Student Portal receive immediate confirmation of enrollment and housing assignment. Those who *mail* the Enrollment Agreement and Housing Application are assigned housing based on the date it is received and processed by AU.

Each undergraduate residence hall on AU's main campus has its own character. If you are requesting housing, review options at american.edu/ocl/housing and complete the application.

- Log on to myau.american.edu.
- Select **Academics**.
- Under **Personalized Links**, select **Enrollment Agreement and Housing Application**.
- Complete and submit with the \$400 tuition and \$200 housing deposits (use a credit card or e-check) by May 1.

If you prefer, mail the application with your check; write your name and AU ID, included on your admit letter, on the check. To complete the agreement and make a deposit with your credit card, please call 202-885-6000.

We'll apply this nonrefundable deposit toward your fall tuition and housing fees.

All first-time freshmen (fall semester only) are invited to use the AU Housing Portal, our online system for roommate matching and room selection. Information will be emailed to students in mid-May and updated through the summer.

First-time freshmen are guaranteed on-campus housing. Transfer students *with fewer than 36 credits at the time of admission* are guaranteed housing on AU's main campus or in university-sponsored off-campus housing, provided that your deposit is received by July 1 (for fall semester) or December 1 (for spring semester). Transfer students *with 36 or more credits* may be housed if space is available; however, housing is not guaranteed.

Housing and roommate information is available via the portal July 15 (for fall) and December 15 (for spring).

Housing and Dining Programs
202-885-3370 or
housing@american.edu

Office of Admissions
202-885-6000 or
admissions@american.edu

DEPOSIT DEADLINES

FRESHMAN

MAY 1 (*fall*)
DECEMBER 1 (*spring*)

TRANSFER

JULY 1 (*fall*)
DECEMBER 1 (*spring*)

IMPORTANT REMINDERS

- Health insurance is mandatory for full-time degree and resident students. The Student Health Center coordinates the AU Student Health Insurance Plan. If you are covered under another insurance plan and wish to waive the student plan, you must submit a health insurance waiver online via the portal.
- District of Columbia law requires all students under age 26 who are enrolled in D.C. schools to provide proof of immunization. Forms showing incomplete immunizations or invalid dates or lacking a validating stamp will not be processed and will delay your registration.
- Housing and roommate information is available via the portal July 15 (for fall semester) and December 15 (for spring semester).
- After you request university housing, cancellation fees will apply.
- All students are required to be on a meal plan for the first two years of residence on campus.



ENROLLMENT AGREEMENT AND HOUSING APPLICATION

Please print legibly and mail completed form to **Undergraduate Admissions, American University, 4400 Massachusetts Avenue, NW, Washington, DC 20016-8001.**

| | | | |
|---|-----------|---|---------------|
| FIRST NAME | LAST NAME | M.I. | AU STUDENT ID |
| STREET ADDRESS | | | |
| CITY | STATE | ZIP/POSTAL CODE | |
| COUNTRY | TELEPHONE | <input type="checkbox"/> MALE <input type="checkbox"/> FEMALE | |
| TERM FOR WHICH YOU HAVE BEEN ADMITTED <input type="checkbox"/> FALL (AUGUST) 2014 <input type="checkbox"/> SPRING (JANUARY) 2015 | | STATUS <input type="checkbox"/> FRESHMAN <input type="checkbox"/> TRANSFER | |

PART I ACKNOWLEDGMENT AND DEPOSIT

BY SIGNING BELOW, I CONFIRM MY INTENT TO ENROLL AT AMERICAN UNIVERSITY.

STUDENT SIGNATURE:

DATE:

I HAVE ENCLOSED MY NONREFUNDABLE DEPOSIT:

\$400 TUITION ONLY \$600 (\$400 TUITION AND \$200 HOUSING)

IF YOU ARE SUBMITTING A HARD COPY OF THIS FORM AND PAYING BY CHECK, PLEASE WRITE STUDENT'S NAME AND AU ID ON CHECK.

CREDIT CARD DEPOSIT:

IF YOU PREFER, YOU MAY COMPLETE THE AGREEMENT AND PAY YOUR DEPOSIT VIA CREDIT CARD (VISA, MASTERCARD OR DISCOVER); PLEASE CALL **202-885-6000**.

PART II HOUSING APPLICATION

First-time freshmen are guaranteed on-campus housing. Transfer students with fewer than 36 credits at the time of admission are guaranteed housing on AU's main campus or in university-sponsored off-campus housing, pending receipt of deposit by July 1 (for fall semester) or December 1 (for spring semester). Transfer students with 36 or more credits may be housed if space is available; however, housing is not guaranteed. **Housing and Dining Programs: 202-885-3370 or housing@american.edu.**

I AM APPLYING FOR ON-CAMPUS HOUSING.

I acknowledge that I have read and understand the terms and conditions of the American University Housing and Dining Programs License Agreement and agree to be bound by them. I understand the \$200 housing deposit is nonrefundable and that canceling my housing may result in additional charges.

Assignment of double and temporary triple rooms is based on the date of receipt of the nonrefundable enrollment and housing deposits. Preferences, such as hall, floor type, or roommate, cannot be guaranteed. **All university residence halls are nonsmoking, and most floors are coed. Note:** All first-year freshmen are housed in Anderson, Clark, Hughes, Letts, or Roper residence halls. First-time freshmen (fall semester only) are invited to use the AU Housing Portal, our online system for roommate matching and room selection. Information will be emailed to students in mid-May and updated through the summer. To learn more, please visit american.edu/ocl/housing/firstyear.cfm.

OFFICE USE ONLY

DATE

AMOUNT

CHECK NO.

INITIALS

American University does not discriminate on the basis of race, color, religion, national origin, sex, age, marital status, personal appearance, sexual orientation, gender identity and expression, family responsibilities, political affiliation, disability, source of income, place of residence or business, or certain veteran status in its programs and activities. For information, contact the Dean of Students at dos@american.edu or 202-885-1000.

American University is required to comply with the Jeanne Clery Disclosure of Campus Security Policy and Campus Crime Statistics Act (Clery Act). In accordance with the Clery Act, each year American University prepares an Annual Security Report. This report contains statistics for the previous three years concerning reported crimes that occurred on campus; in certain off-campus buildings or on property owned or controlled by American University; and on public property within, or immediately adjacent to and accessible from, the campus. This report also contains institutional policies concerning campus security, such as those concerning sexual assault, and other matters. You may access it at american.edu/finance/dps/arpts. It is also available to all applicants upon request; call the Department of Public Safety at 202-885-2566.



AMERICAN UNIVERSITY
WASHINGTON, DC

UNDERGRADUATE ADMISSIONS
4400 Massachusetts Avenue, NW
Washington, DC 20016-8001
AMERICAN.EDU/ADMISSIONS

For information regarding the accreditation and state licensing of American University, please visit american.edu/academics.

An equal opportunity, affirmative action university. UP14-254

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