



ENROLLMENT AGREEMENT AND HOUSING DEPOSIT 2019-2020

AMERICAN
UNIVERSITY
 WASHINGTON, DC

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
helpdesk@american.edu

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complete ENROLLMENT AGREEMENT AND HOUSING DEPOSIT

First-year students are guaranteed on-campus housing. Room-type assignments (double or triple) are determined by the date we receive your housing deposit. Students who complete the enrollment and housing deposit process *online* through the Admitted Student Portal receive immediate confirmation. Those who *mail* the Enrollment Agreement and Housing Deposit are assigned housing based on the date AU receives and processes the deposit.

Follow these steps to complete your Enrollment Agreement and Housing Deposit:

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

OTHER PAYMENT OPTIONS

- **Mail** the enclosed Enrollment Agreement with credit card information or a check; write your name and AU ID number (refer to your admit letter) on the check.
- **Fax** the Enrollment Agreement with credit card payment to **202-885-6132**.
- Complete the agreement and make a deposit by **phone**; call **202-885-6000**. Monday–Friday, 9 a.m.–5 p.m. ET.

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

AU will email the housing application link and other information to students beginning April 2, and thereafter as deposits are received. To take advantage of early notification and get your roommate and room assignment prior to Eagle Summit in the summer, you must submit your application by the May 6 priority deadline. (All campus housing correspondence will be sent to your AU email address.)

First-year students 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-affiliated off-campus housing, provided that your deposit is received by July 1 (for fall) or December 1 (for spring) or within three weeks of receipt of admission letter. Transfer students *with 36 or more credits* may be housed if space is available; however, housing is not guaranteed.

Room assignment and roommate information is available via the AU housing portal by July 15 (for fall) and December 15 (for spring).

Housing & Residence Life
202-885-3370
housing@american.edu

Office of Admissions
202-885-6000
undergraduatedeposits@american.edu

DEPOSIT DEADLINES

FIRST-YEAR

JANUARY 15 (EDI)
MARCH 1 (EDII)
MAY 1 (fall)
DECEMBER 1 (spring)

TRANSFER

JULY 1 (fall)
DECEMBER 1 (spring)
*or within three weeks of
receipt of admission letter*

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 DC schools to provide proof of immunization. Forms indicating incomplete immunizations or invalid dates or lacking a validating stamp will not be processed and will delay your registration.
- Room assignment and roommate information is available via the AU housing portal by July 15 (for fall) and December 15 (for spring).
- 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.
- You will have an opportunity to select your meal plan on your housing application.

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/publicsafety/asr.cfm. It is also available to all applicants upon request; call the Department of Public Safety at 202-885-2527.



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.