

Housing and Residential Education (HRE)

California State University Channel Islands ♦ One University Drive ♦ Camarillo, CA 93012
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Housing Costs per Semester 2009/2010

Village	Bedroom Occupancy	Type of Hall	Room Rate	Board Rate	Total Fees Per Semester
Anacapa	Single	Apartment	\$4,775	\$500	\$5,275
Santa Cruz	Double	Suite	\$4,090	\$1,300	\$5,390
Santa Cruz	Single/Double	Suite	\$4,295	\$1,300	\$5,595
Santa Cruz	Single*	Suite	\$4,520	\$1,300	\$5,820

*Please note: **All freshmen should anticipate a double occupancy accommodation.**

Payment Deadlines and Options for Spring 2010

NOTE: If you have an outstanding debt on your student account, all payments submitted to CSUCI will be used to offset old balance(s) before being applied to any Spring 2010 charges. You may verify your account balance through your “myCI” account.

Payment In Full

Payment #	Village	Due Date	Amount Owed	Note:
First Payment	All housing types	December 15, 2009	\$1,300	Your “myCI” account must have enough anticipated <u>aid in excess of the total registration and total housing fees</u> due to defer this payment. Deferrals are not automatic and must be filed with the HRE office prior to the first payment due date for the Spring ‘10 semester.
Payment in Full	Anacapa Santa Cruz – Double Santa Cruz – Single/Double Santa Cruz – Single	January 15, 2010	\$3,975 \$4,090 \$4,295 \$4,520	A \$25 late fee will be added to your account if payment is not received by the due date.

Installment Payment Plan (IPP)

There is a \$33 non-refundable processing fee to use the payment plan. The fee is calculated in the amounts below. If the University Cash Services office receives a payment of \$1,030 on January 15, 2010, they will assume you are using this payment option and automatically apply the \$33 fee to your account. It is imperative that you check your “myCI” account on a regular basis to know what your balance is and review your Dolphin email for regular correspondence about your account.

Payment #	Village	Due Date	Amount Owed	Notes:
First Payment	All Housing Types	December 15, 2009	\$1,300	To defer this payment, your “myCI” account must have enough funds to cover the total housing amount due. NOTE: Deferrals are not automatic and therefore must be filed with the HRE office prior to the first payment due date for the Spring ‘10 semester.
Second Payment	All Housing Types	January 15, 2010	\$1,030	<u>It is your responsibility to pay by the due dates. Separate billing notices will NOT be sent.</u> A \$25 late fee will be added for each missed payment. A history of two or more late payments will jeopardize your participation in this payment plan in future terms.
Third Payment	All Housing Types	February 15, 2010	\$1,030	
Fourth Payment	All Housing Types	March 15, 2010	\$1,030	
Fifth Payment	Anacapa	April 15, 2010	\$918	
	Santa Cruz – Double Santa Cruz – Single/Double Santa Cruz – Single		\$1,033 \$1,238 \$1,463	

IMPORTANT NOTICES TO STUDENTS

- Your housing accommodations for the semester will be jeopardized if your registration fees are not paid by the due date. You will want to make sure you are checking your financial status regularly through your “myCI” account and reviewing correspondence sent to your Dolphin email.
- To be in compliance with the Family Education Rights & Privacy Act (FERPA), the University is **NOT** allowed to release financial information to anyone other than the student. **It is your responsibility to provide account balance and due date information to the person paying your account.**

General Q & A for Student Housing

1. What is the amount of my initial housing payment?

The initial payment for all housing types is \$1,300. For students new to student housing, be sure to return the signed signature page of your License Agreement to the main HRE office located in Santa Cruz Village. Payment coupons will be posted to your Dolphin VIP account once the license signature page has been returned. Housing spaces are reserved on a space-available basis depending upon when we receive your completed License Agreement and initial payment. Please note that on-campus housing is not guaranteed. The initial housing payment is credited toward your overall contract cost and is not a deposit.

For current residents, payment coupons will be emailed as well as posted to your Dolphin VIP account. These coupons may be printed and used to submit your payments to the University Cash Services office. Your name and nine-digit student ID number must be referenced on your form of payment to ensure proper processing. If you are in good financial standing with the University, you will have the option of paying the remaining balance of your contract in four payments scheduled January 15 through April 15, or you may choose to pay in full for the semester by January 15, 2010.

2. Who do I write my check or money order out to?

Your check or money order should be made payable to CSUCI and mailed, along with the appropriate payment coupon, to *University Cash Services, One University Drive, Camarillo, CA 93012*. To ensure proper processing, you will want to include your name and your nine-digit student ID number.

3. Can financial aid be used to cover housing payments?

Yes, the University applies your financial aid first to registration fees, second to housing fees and third to any other outstanding payments that may be due. In order to defer payments for housing, you must have enough anticipated aid on your account to cover all registration **and** housing fees by the December 15, 2009 due date and receive an authorized deferral by completing the necessary documents from the HRE office. If your financial aid has not posted by the due date, you will be held responsible for paying the amounts due according to the installment plan until your account is paid in full. To ensure that financial aid has been applied to your student account, you must check your account information through “myCI” or call the Financial Aid office at (805) 437-8530 before the first payment due date for the Spring ‘10 semester.

4. What do I do if my financial aid does not cover all my housing expenses?

All financial aid available for housing payments is posted to the *end* of the payment schedule. For example, if you have anticipated aid of \$5,000 and your registration fees are \$1,915 and your housing fees are \$5,275 your financial aid will not cover your entire balance. The \$5,000 of aid will cover all your registration fees first and only \$3,085 of your housing fees, which leaves you an out-of-pocket expense of \$2,190. You will be responsible for making a payment of \$1,300 on December 15, 2009 and a payment of \$890 on January 15, 2010. If the difference owed exceeds \$1,030, you can use the Installment Payment Plan; otherwise payment in full will be required. Please see the reverse side of this form for the terms and conditions of payments and due dates. The best rule of thumb is to make all payments in the Installment Payment Plan until your student account reaches a zero balance. Failure to do so will result in late fees and/or a financial hold on your account.

5. How do I know if I am eligible to apply for the housing Installment Payment Plan?

To be eligible for this payment option, you must be in good financial standing with the University. If you have a history of late payments or returned checks, you will not be eligible. Please inquire at the University Cash Services office should you have further questions regarding your eligibility to participate in the Installment Payment Plan option.

6. How do I cancel my housing contract for the Spring ‘10 semester?

To request a release from your student housing License Agreement, you must contact the HRE office at student.housing@csuci.edu or (805) 437-2733. In accordance with the provision of Section 6.2 of the student housing License Agreement, notification of cancellation must be approved by the University before the agreement is terminated.

7. May I increase or reduce my meal plan during the school year?

You may increase your meal plan amount by adding additional funds at the University Cash Services office. Unfortunately, decreases to the meal plan are not allowed. Students are encouraged to spend their meal plan credits to a ZERO balance before the end of the academic year. While balances remaining from the fall semester carry over to spring, balances **DO NOT** rollover from one academic year to the next. Meal Plan Waivers are considered and typically only approved for documented dietary or religious reasons. Request for a Meal Plan Waiver for the Spring 2010 term **MUST** be received no later than December 1, 2009 to be considered for review by the Food Service Committee.

8. Is parking available for residents?

There are student parking lots adjacent to all student housing accommodations. A student parking permit will need to be purchased for an additional fee from the Transportation and Parking Services department or the University Cash Services office.