

# Tuition, Fees, and Housing

## ASSESSMENTS

### TUITION

Regular tuition for the 2003-04 academic year, payable Autumn, Winter, and Spring quarters, is as follows:

All departments and schools (except those below)	\$ 9,521
Graduate Division in Engineering	10,151
Graduate School of Business	12,084
School of Medicine (M.D. Program)	11,572
School of Law (payable Autumn and Spring semesters)	16,212
J.D./M.B.A. Program (payable Autumn and Spring semesters)	16,785

Regular tuition fees apply to the undergraduate Overseas Studies and Stanford in Washington programs. For Summer Quarter tuition rates and policies, see the Stanford University bulletin, *Summer Session 2003*.

A coterminal student is subject to graduate tuition assessment and adjustment policies once graduate standing is reached. Coterminal students should see the student policies and procedures for tuition assessment, as described under Residency and Unit Requirements in Coterminal Programs in the "Graduate Degrees" section of this bulletin.

Eligibility for registration at reduced tuition rates is described below. Tuition exceptions may also be made for illness, disability, pregnancy, new-parent relief, or other instances at the discretion of the Registrar. No reduction in tuition charges is made after the first two weeks of the quarter.

All students are strongly advised, before registering at less than the regular full-tuition rate, to consider the effects of that registration on their degree progress and on their eligibility for financial aid and awards, visas, deferment of student loans, and residency requirements.

The University reserves the right to change at any time, without prior notice, tuition, room fees, board fees, or other charges.

### UNDERGRADUATES

During Autumn, Winter, and Spring quarters, undergraduates are expected to register at the regular full-tuition rate. Undergraduates who have completed at least twelve full-time quarters may petition to register at a reduced tuition rate for their final quarter, but must register for at least eight units. Undergraduate dual degree students must complete at least fifteen full-time quarters before petitioning for reduced tuition in their final quarter.

Permit to Attend status can be granted for one quarter on a one-time basis to those for whom it is academically appropriate. The Permit to Attend rate is \$2,363 per quarter in 2003-04. Undergraduates in the terminal quarter who are completing honors theses or clearing incomplete grades may petition, on a one-time basis, for Permit to Attend for Services Only (PSO) registration. That rate is \$1,650 per quarter in 2003-04 and does not permit any course enrollment or auditing. Further information about the Permit to Attend status is available from the Registrar's Office.

During Summer Quarter, all Stanford undergraduates may register on a unit-basis (minimum 3 units).

### GRADUATE STUDENTS

Matriculated graduate students are expected to enroll for at least eight units. Schools and departments may set a higher minimum.

The following reduced-tuition categories can be requested by matriculated graduate students in the final stages of their degree programs:

1. *Terminal Graduate Registration (TGR)*: doctoral students who have been admitted to candidacy, completed all required courses and de-

gree requirements other than the University oral exam and dissertation, accrued 10.5 quarters of residency, or completed 135 units (if under new residency policy), and submitted a Doctoral Dissertation Reading Committee form may request Terminal Graduate Registration status to complete their dissertations. Students pursuing Engineer degrees may apply for TGR status after admission to candidacy, completion of all required courses, and six quarters of residency, or completion of 90 units (if under new residency policy). Students enrolled in master's programs with a required project or thesis may apply for TGR status upon completion of all required courses and completion of 45 units.

TGR status may also be granted for one quarter only to a graduate student who is returning after a leave of absence or after reinstatement, or to graduate students who register for one final term to take a University Oral Examination, submit a thesis or dissertation, or file an Application to Graduate. Doctoral students applying for one-quarter TGR status must also meet the doctoral criteria above except that they need only nine quarters of residency. Requirements for one-quarter TGR for master's and Engineer students are as above.

Each quarter, all TGR students must enroll in the 801 (for master's and Engineer students) or 802 (for doctoral students) course in their department for zero units, in the appropriate section for their adviser. TGR students register at a special tuition rate: \$1,650 in 2003-04. Within certain restrictions, TGR students may enroll in additional courses, at the appropriate unit rate.

2. *Graduate Final Requirement Registration*: graduate students who need only a few remaining units to complete degree requirements or to qualify for TGR status, may register for one quarter on a unit basis (3 to 7 units) to cover the deficiency. This status may be used only once during a degree program.

Additional information on these registration categories is available from the Office of the University Registrar in the Old Union Building.

Matriculated graduate students who have Stanford fellowships or assistantships that require less than full-tuition registration may register at the unit rate required by their award. Honors Cooperative students register at the unit rate.

During the Autumn, Winter, and Spring quarters, matriculated graduate students in most departments may register at the 8-, 9-, or 10-unit rate if their enrollment plans are accepted by their departments. Students in the School of Engineering may register at the 8-, 9-, or 10-unit rate. Students in the schools of Law and Business, or the M.D. program in the School of Medicine, should consult appropriate school officers about tuition reduction eligibility.

Tuition exceptions may also be available for students who are faculty spouses, regular Stanford employees, or full-time educators in the Bay Area.

During Summer Quarter, most matriculated graduate students may register on the unit basis for 3 or more units. Students in schools and departments affiliated with the Honors Cooperative Program, as listed above, may not register for fewer than 11 units (8-unit minimum in Statistics only).

Nonmatriculated graduate students pay the same tuition rates as matriculated students, but must register for at least 8 units. Visiting researchers do not enroll in courses and pay the TGR rate. Within certain restrictions, postdoctoral students may enroll in courses if the appropriate unit rate for tuition is paid.

### INTERNATIONAL STUDENTS

F-1 or J-1 visas are required by the U.S. Department of Homeland Security. International students must be registered as full-time students during the academic year. Summer Quarter registration is not required. International graduate students comply with immigration regulations while enrolled for partial tuition if their Stanford fellowships or assistantships require part-time enrollment, if they are in TGR status, or if they are in the final quarter of a degree program. Nonmatriculated international students must register for at least 8 units.

## FEES

### APPLICATION FEE

Contact the Undergraduate Admissions Office for information about the undergraduate application fee and the Graduate Admissions section of the Registrar's Office for the current graduate application fee. Application fees for the School of Law, the School of Medicine, and the Graduate School of Business vary by program. Fees are payable at the time of application and are not refundable.

### ASSU FEES

The Associated Students of Stanford University (ASSU) fees are established by student vote in Spring Quarter. Fees directly fund activities of student organizations and not operations of ASSU. The 2003-04 fees are:

Undergraduates—Autumn, \$88; Winter, \$92; Spring, \$89

Graduates—Autumn, \$34; Winter, \$33; Spring, \$34

Law—Autumn, \$34; Spring, \$67

Fees are assessed each term. All fees are refundable. Refunds can be requested during the first three weeks of each quarter on the ASSU web site at <http://assu.stanford.edu>. Those eligible are mailed refund checks by the eighth week of the quarter.

### DOCUMENT FEE

Stanford charges a one-time Document Fee to all students admitted to new degree or non-degree programs in 1993 or later. The fee is paid once only, regardless of the number of degrees a student may ultimately pursue. It covers the cost of a variety of University administrative services such as enrollment and degree certification, course drops and adds done before published deadlines, diplomas, and official transcripts and their production.

### HEALTH INSURANCE FEE

The University requires all registered students to carry medical insurance to provide coverage for services not provided by Vaden Health Service. Students are enrolled in and charged for the Stanford student health insurance plan, unless they have completed waiver procedures by the second day of instruction. Those who carry medical insurance through an alternate carrier are generally eligible for waiver of the health insurance fee.

### SPECIAL FEES

*New Student Orientation Fee*—A fee is charged to all entering undergraduates for the costs of orientation, including room and board, and for the cost of class dues to provide funds for later activities of the class.

*School of Law Course Materials Fee*—A fee is charged each semester to School of Law students for supplementary course materials.

*Late Fees*—Charges are imposed for late submission of study lists and any changes to the study list after published deadlines. Amounts are listed in the quarterly *Time Schedule*.

*Laboratory Fee*—Students in chemistry laboratory courses are charged a nonrefundable fee.

*Music Practice; Athletics, Physical Education, Recreation; and Dance*—Courses for which special fees are charged are indicated in the *Time Schedule*.

*Dissertation Fee*—Each Ph.D., D.M.A., and Ed.D. candidate is charged a fee to cover the cost of microfilming and binding the dissertation and the cost of publishing the abstract.

*International Scholar Service Fee*—A one-time fee for Visa authorization documents is charged to international postdoctoral and visiting scholars.

## HOUSING

Bulletins with further information on housing rates are *Summer Session* bulletin, 2002, for Summer Quarter; *School of Law* for law School; *Overseas Studies* for Overseas Centers.

Campus housing rates are generally below local area market rents. The approximate room rates for the 2003-04 academic year are as follows:

Residences	Room Rates*			
	Aut	Win	Spr	Total
<b>Undergraduate Single Student Residences:</b>				
Residence Halls and				
University-operated houses	\$1,669	1,548	1,508	4,725
Theme or self-operated houses	2,051	1,858	1,810	5,719
Theme house, non-Row (EAST)	2,003	1,858	1,810	5,671
Co-ops, Fraternity, Sorority, or student-cleaned houses with professional cooks	1,830	1,658	1,615	5,103
Mirrielees (apartments)	1,887	1,750	1,705	5,342
Suites	1,867	1,732	1,687	5,285
<b>Graduate Single Student Residences:</b>				
Dormitories (single occupancy)	1,595	1,428	1,410	4,433
Dormitories (double occupancy)	1,126	1,008	995	3,129
Rains Houses (apartments)	1,967	1,761	1,738	5,466
Richard W. Lyman (apartments)	1,967	1,761	1,738	5,466
Schwab Residential Center (apartments)	4,144	3,129	3,088	10,361
Escondido Village (single student apartments)				
Studio (single occupancy)	2,476	2,217	2,188	6,881
1 bedroom (double occupancy)	1,335	1,195	1,180	3,710
2 bedroom (double occupancy)	1,967	1,761	1,738	5,466
2 bedroom (triple occupancy)	1,335	1,195	1,180	3,710
3 bedroom	1,778	1,592	1,572	4,942
<b>Couples without Children:</b>				
Escondido Village				
1 bedroom	3,351	3,000	2,961	9,312
2 bedroom loft	3,812	3,413	3,368	10,593
<b>Students with Children:</b>				
Escondido Village				
1 bedroom	\$1,035 per month			
2 bedroom	\$1,187 per month			
3 bedroom	\$1,433 per month			
4 bedroom	\$1,703 per month			

\* All rates are approximate and subject to change.

All rates are per student. Room rates are charged quarterly on the University Bill. Information on payment options and procedures is discussed in housing assignment information from Housing Assignment Services and is available in complete detail from the Student Financial Services office, Old Union, Room 105, Stanford University, Stanford, CA 94305-3025.

A quarterly house dues fee for students is generally determined by the local staff and/or residents of the house and may be included with room and board charges on the University Bill.

### MEAL PLANS

Residential Education promotes the idea that living and learning are integrated, not separate and that formal teaching, informal learning, and personal support in residences are integral to a Stanford education. Meals play a key role in this mission of community building, leading, and learning. Therefore, residents of University-managed housing with a Stanford Dining facility (Branner, Florence Moore, Lakeside, Manzanita, Murray, Ricker, Stern, Wilbur, and Yost) are required to purchase meal plans. Stanford Dining is committed to providing Meal Plans for every appetite as well as offering maximum flexibility of dining locations across campus.

Residential and Dining Enterprises provides three types of dining services: All-You-Care-to-Eat, A la Carte, and Open Kitchen. Costs range from \$3,949 to \$4,648 for the academic year, and are billed on a quarterly basis. Costs for each plan are listed in the table of student meal plan rates at <http://dining.stanford.edu/resdinnng/mealplanrates.htm>.

*All-You-Care-to-Eat Meal Plans*—when students enter the dining hall, their ID cards are swiped once. During the visit, they may make have unlimited trips through the food service lines, eating as much as they want.

*A la Carte Meal Plans*—students may use meal plan points however they choose. In the dining hall, they can choose what they want to eat and pay via points.

*Yost and Murray Open Op*—Yost and Murray each offer a unique meal plan customized to the house’s specific configuration and needs.

A complete description of these plans is included in the Residential Dining section at <http://dining.stanford.edu>.

## CARDINAL DOLLARS

Cardinal Dollars allow increased dining flexibility along with a meal plan by providing dining facility choices outside of a student’s residence. Cardinal Dollars can be used in all residence dining halls, Stanford Dining’s late night eateries, and all cafés on campus operated by Stanford Dining. Students can purchase meal plans with Cardinal Dollars attached or, if they do not have a Stanford Dining Meal Plan, they can also purchase Cardinal Dollars, putting them on their Stanford ID card.

One Cardinal Dollar is equivalent to \$1.00. With Cardinal Dollars, students receive a 10% bonus. To purchase or renew, call, email, or visit Stanford Dining’s office. Cardinal Dollar purchases can be charged to a credit card or to a SUNet ID.

All Cardinal Dollars roll over from quarter to quarter within the academic year without expiring. Unused Cardinal Dollars expire at the close of Summer Quarter.

## PAYMENTS

All charges and credits from offices within the University are aggregated in a student’s individual account and presented on the University Bill. The bill may include tuition, housing, food service, ASSU fees (special student-approved association fees set by the ASSU), health insurance, and any miscellaneous charges incurred such as music lessons, cleaning, or re-keying charges. All amounts are due and payable upon receipt of the University Bill, but term-based charges (that is, tuition, room and board, ASSU, and health insurance fees) are always due by the day before term classes begin, whether or not a correct bill has been received. If term-based charges are added after the start of the term, they must be paid within three working days of the add date to avoid late fees. A miscellaneous charge will be subject to late fees 30 days after the first bill for it has been issued.

A Student Account (and its associated University Bill) may be paid with personal check (drawn on U.S. banks in U.S. funds), cash, scholarships, loan proceeds (for example, Perkins, Stafford, or University-issued), or proceeds of loans to parents (for example, PLUS). Payments must be made in a form acceptable to the University. The University does not accept credit card payments.

## LATE PAYMENT

All charges recorded in a Student Account must be paid by 5 p.m. on the day preceding the first day of instruction whether or not a bill has been received. Payment made on a Student Account after that date is subject to an additional charge.

## DELINQUENT ACCOUNTS

Delinquent accounts (such as for tuition, fees, housing, meal plans, or for other amounts owed to the University) are reported to the Registrar’s Office, which places a “hold” on the student’s further registration and on the release of transcripts and diplomas until the past-due accounts have been paid. In addition, delinquent accounts may be reported to one or more national credit bureaus and/or commercial collection agencies.

## REFUNDS

### TUITION

Students who withdraw from the University before the end of a term may be eligible to receive refunds of portions of their tuition as described below.

### ANNULLED REGISTRATION

Students who take a leave of absence from the University voluntarily before the first day of instruction may have their registrations annulled. Tuition is refunded in full. Such students are not included in University records as having registered for the term and new students will not secure any privileges for admission for any subsequent quarter as returning students. An annulment does not automatically cancel health coverage unless the annulment is granted before the first day of instruction. Financial aid recipients should be aware that a proportion of any refund is returned to the various sources of aid.

### CANCELLATION OF REGISTRATION OR SUSPENSION FOR CAUSE

Students who have their registrations canceled or are suspended from the University for cause receive refunds on the same basis as those receiving leaves of absence unless otherwise specified in the disciplinary action taken. A student whose registration is canceled less than one week after the first day of instruction for an offense committed during a preceding quarter receives a full refund of tuition fees.

### INSTITUTIONAL INTERRUPTION OF INSTRUCTION

It is the University’s intention to do everything reasonably possible to avoid taking the actions described in this paragraph. However, should the University determine that continuation of some or all academic and other campus activities is impracticable, or that their continuation involves a high degree of physical danger to persons or property, activities may be curtailed and students requested or required to leave the campus. In such an event, arrangements will be made as soon as possible to offer students the opportunity to complete their courses, or substantially equivalent work, so that appropriate credit may be given. Alternatively, the University may determine that students will receive refunds on the same basis as those receiving leaves of absence, or on some other appropriate basis.

### LEAVE OF ABSENCE

A student in good standing who takes a leave of absence from the University after the first day of instruction, but before the end of the first 60 percent of the quarter, may file a petition for a leave of absence and tuition refund with the Office of the University Registrar. A leave of absence after the first 60 percent of the quarter is only granted for approved health and emergency reasons. Students granted a leave of absence are shown on the University transcript as having registered for the term. Courses in which the student was enrolled after the drop deadline will appear on the student’s record and will show the symbol ‘W’ (withdrew). Undergraduates who take a leave (for a maximum of two years) while in good standing may enroll in the University for a subsequent quarter with the privileges of a returning student. Graduate students are subject to special registration requirements (see Leave of Absence in the “Graduate Degrees” section of this bulletin).

### TUITION REFUND SCHEDULE

Students who take a leave of absence are eligible for a tuition refund during the first 60 percent of the quarter. Refunds are calculated on a per diem basis (including weekends and University holidays) starting the first day of instruction of each quarter. Tuition will be charged on a daily basis (including weekends and holidays) through the first 60 percent of the quarter. After the first 60 percent of the quarter, students are liable for the full amount of tuition that they were charged.

*Per Diem Tuition Charges for Students Who Take a Leave of Absence*

<i>Undergraduate/ Graduate Full Quarter Tuition</i>	<i>Graduate 8-9-10 Unit Rate</i>	<i>Graduate Engr. Full Tuition</i>	<i>Graduate Engr. 8-9-10 Unit Rate</i>	<i>Last Date for Tuition Refund</i>
Autumn \$119.01	\$77.50	\$126.89	\$82.50	Nov. 10
Winter \$128.66	\$83.78	\$137.18	\$89.19	Feb. 19
Spring \$132.24	\$86.11	\$140.99	\$91.67	May 12
Summer \$176.31	\$114.81	\$187.98	\$122.22	July 23

For example: you are an undergraduate who was charged the tuition rate of \$9,521 for Autumn Quarter. You become ill and inform the Registrar's Office on the 17th day of the quarter that you want to take a leave of absence. You will be charged for 17 days of tuition (17 days x \$119.01 per day) or \$2,023.17.

Separate schedules exist for students paying the medical, law, graduate business, or summer session rates. These schedules are available at the Registrar's Office.

Tuition refunds are calculated based on the date that the student last attended classes.

## ROOM AND MEAL PLAN REFUNDS

Students assigned to a University residence are subject to the conditions of the University Residence Agreement. Under this agreement, single students and couples without children are required to live somewhere in the University residence system for the entire academic year. Students with children may give notice of termination of occupancy for the end of each academic term. Room refunds are made only when students move out of the residence system and withdraw from the University. Students in all-male fraternities or all-female sororities are billed directly by the fraternity or sorority, and refunds are arranged between the student and the fraternity or sorority.

A meal plan refund is based on the date when a student moves out of his or her University residence. If a student uses the meal plan after that date, an additional daily charge will incur.

Any decision to refund prepaid room and meal plan charges or to waive liability for deferred charges shall ultimately be made at the sole discretion of the University. Students with questions about refunds should contact Housing Assignment Services (for room refunds) or the central office of University Dining Services (for meal plan refunds).

## HOUSING

University housing is available to enrolled Stanford students. Planning of educational programs, counseling and crisis intervention by residence deans, and administration of residence offices is coordinated for undergraduates by the department of Residential Education (see <http://www.stanford.edu/dept/reesed/>, or phone 650-725-2800), and for graduate students by the Graduate Life Office (see <http://www.stanford.edu/group/glo/>, or phone 650-723-1171).

Dining services, custodial services and maintenance are provided by Residential and Dining Enterprises (see <http://www.stanford.edu/dept/hds/> or phone 650-723-2287).

Information on University housing assignments, options, policies, application procedures, and deadlines may be obtained from Housing Assignment Services, Old Union, Room 214, Stanford University, Stanford, CA 94305-3012, or telephone (650) 725-2810. Information regarding off-campus housing, as well as the off-campus subsidized housing program may be obtained from Community Housing Services, Old Union, Room 214, Stanford University, Stanford, CA 94305-3012, or telephone (650) 723-3906.

## UNDERGRADUATE STUDENT RESIDENCES RESIDENTIAL EDUCATION PROGRAM

The program in Residential Education provides for undergraduates certain dimensions of a college experience within a large research university. The essential conviction behind the Stanford residence program

is that formal teaching, informal learning, and personal support in residences play an important role in a Stanford education. Residential Education programs extend the classroom into the residences and complement the academic curriculum with activities and experiences that contribute to students' preparation for a life of leadership, intellectual engagement, citizenship, and service.

## ASSIGNMENT TO UNDERGRADUATE RESIDENCES

Approximately 95 percent of undergraduates live in University housing (excepting students studying abroad during the academic year). All freshmen are required to live in University residences for educational reasons and are automatically assigned housing following admission. Residence assignments for continuing undergraduates are made on the basis of an annual lottery (called the Draw) and quarterly waiting lists. Undergraduates who enter Stanford as freshmen are guaranteed four years of University housing if they apply by the appropriate Draw deadlines and are willing to live anywhere on campus. Transfer students are guaranteed two or three years of housing, based on their entering class standing. For further information concerning housing eligibility, contact Housing Assignment Services, (650) 725-2810.

Undergraduate residences include traditional residence halls, language and culture residences, cross cultural theme houses, student-managed and cooperative houses, apartments, suites, fraternities, and sororities.

## GRADUATE STUDENT RESIDENCES RESIDENCE PROGRAM

The University's philosophy of graduate student housing is based on the premise that supporting high quality graduate scholarship and research is central to the mission of the University. By providing affordable housing in proximity to academic resources, the University creates an environment conducive to research and intellectual dialogue among students, their peers, and faculty members.

## ASSIGNMENT TO GRADUATE RESIDENCES

Approximately 64 percent of matriculated graduate students at the home campus live in University housing, and another 13 percent live in off-campus housing subsidized by the University. Residence assignments are made on the basis of an annual lottery and quarterly waiting lists. New matriculated single students and couples without children who apply for housing by the Lottery deadline and are willing to live in any residence for which they are eligible are guaranteed housing their first year at Stanford. New matriculated master's students with children who apply by the Lottery deadline are assured two years of University housing while enrolled, and new matriculated doctoral students with children who apply by the Lottery deadline are assured six years of University housing while enrolled. At Stanford University, new matriculated students are students who are in a graduate program for the first time. Students starting a second graduate degree are not considered new students and therefore are not guaranteed housing.

Single graduate students may request assignment to graduate apartments and residence halls, or to spaces in six undergraduate cooperative houses.

One-, two-, three-, and four-bedroom apartments are provided for couples without children and students with children, both graduate and undergraduate, based on student status and the number of dependents. Couple housing is available to students who are married and to students who have a same-sex or opposite-sex domestic partner. At Stanford University, a domestic partnership is defined as an established, long-term partnership with an exclusive mutual commitment in which the partners share the necessities of life and ongoing responsibility for their common welfare. Housing for students with children is available to married couples, domestic partners, and single parents who have dependent children living with them. Housing is not provided for extended families, including the parents and siblings of students, or live-in day care staff.

## COMMUNITY HOUSING

Community Housing Services maintains computerized listings of private rooms, houses, and apartments in surrounding communities that are available to students desiring to live off-campus. Students must make rental arrangements directly with landlords. Information and publications on community housing may be obtained from Community Housing Services, Old Union Building, Room 214, Stanford University, Stanford, CA 94305-3012, or telephone (650) 723-3906. During early September, temporary accommodations are available in student residence halls at a modest charge for students searching for off-campus housing for Autumn Quarter. Contact Summer Conference Services for more information at (650) 725-1429.

## RESIDENCE DEANS

Residence Deans provide assistance to on- and off-campus students. They can advise students about academic and personal matters, occasionally intervene directly in behavioral problems/mental health concerns, and assist with personal emergencies. Advice is also available on issues of academic probation or suspension, leaves of absence, special concerns of women or minorities, and administrative matters. Residence Deans work closely with the Dean of Students and other University offices. They are assigned to specific residences and to off-campus students; for further information, undergraduates should call Residential Education at (650) 725-2800, and graduate students should call the Graduate Life Office at (650) 723-1171.

professional journal, and personal statements and essays for master's and doctoral programs, and for national fellowship competitions (see Fellowships and Graduate School Applications Services below).

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