

# FLORIDA STATE UNIVERSITY

## SUMMER/FALL 2026 REGISTRATION GUIDE

An Addendum of the General Bulletin

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# University Notices

## General Bulletin Statement of Purpose and Notice

This General Bulletin is not a contract, either expressed or implied, between the University and the student, but represents a flexible program of the current curriculum, educational plans, offerings, and requirements that may be altered from time to time to carry out the administrative, academic, and procedural purposes and objectives of the University. The University specifically reserves the right to change, delete, or add to any provision, offering, academic curriculum, program, or requirement at any time within the student's period of study at the University. The University further reserves the right to withdraw a student from the University for cause at any time. Students are on notice that admission to the University or registration for a given semester does not guarantee the availability of a course at any specific time. Likewise, admission to the University or registration for a given program of study within the University, or a department or college of the University, is not a guarantee of a degree or of certification in a program.

### **Title IX Statement**

You can access the full text of Florida State University's Title IX Statement as well as the signed Title IX Statement PDF by visiting the linked page below.

### **Title IX Coordinator/Director**

Terri Brown

Title IX Director

Health and Wellness Building

960 Learning Way, Suite 3501A

Tallahassee, FL 32306

[Terri Brown's email address](#)

(850) 645-2741

[FSU's Know More website](#)

### **HR – Deputy Title IX Coordinator**

Michelle Brown Douglas

Director

HR – Equal Opportunity Compliance & Engagement Office (EOCE)

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(850) 644-7950

[FSU's Office of Human Resources website](#)

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Athletics Administration

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Tallahassee, FL 32306-2343

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**FSUS – Deputy Title IX Coordinator**

Monica Broome

Director of Exceptional Student Education

Office 10-113D

3000 School House Road

Tallahassee, FL 32311

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(850) 245-3800

Additional information and resources can be found at: Title IX Office; Equal Opportunity Compliance & Engagement Office (EOCE); FSU Police Department; Victim Advocate Program; Counseling and Psychological Services; Employee Assistance Program; and University Health Services.

It is the University's intention that all members of our community are provided equitable opportunities to succeed and enrich the strength, skill, and character of the University. It is also expected that all members of our community will help create a work, educational, and living environment that promotes fairness, respect, and trust, free from discrimination, harassment, or retaliation. Behavior that may be considered offensive, demeaning, or degrading to persons or groups will not be tolerated.

For answers to frequently asked questions, please scroll to the bottom of the [Title IX Signed Statement Page](#).

## Conflicts of Interest

Sexual relationships between faculty/graduate assistants and students, even if consensual, may become exploitative especially so when a student's academic work, residential life, or athletic endeavors are supervised or evaluated by the faculty member.

The respect and trust accorded a faculty member/graduate assistant by a student, as well as the power exercised by the faculty member/graduate assistant in their department/unit role, make voluntary consent by the student objectionable. Although consensual sexual relationships between persons of unequal institutional power do not necessarily constitute sexual misconduct, there is an inherent conflict of interest between making sexual overtures and exercising supervisory, evaluative, or other institutional authority. In their relationships with students, faculty members/graduate assistants are expected to be aware of their professional responsibilities and to adhere to university policy, avoid conflict of interest, favoritism, or bias. The following policy concerning conflicts of interest and sexual relationships with students applies:

- Consensual sexual relationships between faculty members and undergraduate students are a conflict of interest.
- Consensual sexual relationships between faculty members and graduate students are a conflict of interest when both parties are affiliated with the same degree program, or department, and any circumstances in which the faculty member directly or indirectly exercises evaluative, or supervisory authority over the student, or may be reasonably expected to do so in the foreseeable future.
- Sexual/romantic relationships between graduate assistants and students where a direct supervisory or evaluative relationship exists are a conflict of interest.

Any such relationship must be ended immediately and disclosed to the faculty member/graduate assistant's supervisor immediately.

Direct supervision includes any type of evaluative role. Examples of direct supervision of the student include teaching the student's class, serving as a thesis or dissertation director, instructor of record, member of the student's thesis or dissertation committee, member of the student's comprehensive or doctoral exam committee, member of other committees where the focus is evaluation or supervision of the student's academic competence or the student's assistantship.

Indirect evaluative or supervisory authority includes any circumstance where the faculty member holds institutional authority over the student or has academic responsibility over the student. Examples include mentoring, advising, participating in decisions regarding funding or other resources, or providing recommendations for admissions, employment, fellowships, or awards. This includes when a faculty member is serving as an advisor in a formal tutoring program or student club.

## Individuals with Disabilities

Florida State University adheres to Section 504 of the Rehabilitation Act of 1973 and the Americans with Disabilities Act of 1990 (ADA), as amended by the Americans with Disabilities Amendments Act of 2008, in prohibiting discrimination against any qualified individual with a disability. Any student with a disability may voluntarily self-report the nature of the disability and identify needed accommodations to the Office of Accessibility Services, call (850) 644-9566. Florida State University's 504 Coordinator is:

**Amber M. Wagner, Assistant Dean & OAS Director,**

Office of Accessibility Services

874 Traditions Way (108 Student Services Building)

Phone: (850) 644-9566/TDD (850) 644-8504

[Office of Accessibility Services email link](#)

[The Department of Student Support and Transitions website](#)

Job applicants, employees, and visitors may request reasonable accommodations by contacting the Florida State University Human Resources Equal Opportunity Compliance & Engagement Office (EOCE), located at University Center, Bldg. A, Suite 6200, at [the Human Resources Equal Opportunity Compliance & Engagement Office email address](#), or call (850) 645-1458, or view the applicable policy and procedures at [FSU's ADA website](#).

### **HIV/AIDS Policy**

Students, employees, and applicants for admission or employment at Florida State University who have or who may become infected with HIV will not be excluded from enrollment or employment or restricted in their normal responsibilities and access to University services or facilities due to their HIV/AIDS status, unless individual medically based judgments establish that exclusion or restriction is necessary for the welfare of the individual or of other members of the University community. That is, the University will not discriminate against otherwise qualified HIV-infected applicants, students, or employees.

University Health Services is responsible for monitoring developments with regard to HIV/AIDS, acting upon and administering the policies of the Florida Department of Education Division of Colleges and Universities and the University concerning HIV/AIDS and coordinating the University's efforts in educating the University community on the nature and prevention of the disease.

The University will be guided in its implementation of this policy by current authoritative medical information, applicable federal and state law, Florida Department of Education Division of Colleges and Universities' HIV/AIDS Policy, and the guidelines suggested by the Centers for Disease Control, the Public Health Service, the American College Health Association, and the Florida Department of Health. Florida State University has designated HIV counselors through University Health Services who are available to provide confidential HIV testing for FSU students. Any interested students should call (850) 644-4567 to schedule an appointment.

# Florida State University Statement for Students on the Unlawful Possession, Use, or Distribution of Illicit Drugs and Alcohol

## Florida State University Alcohol Policy

### Introduction

Florida State University affirms the guiding ethical principle of responsible freedom. Students, staff, and faculty are expected to show respect for order, ethical conduct, and the rights of others, and to model in daily living a high sense of personal honor and integrity. Florida State University neither encourages nor condemns the legal consumption of alcoholic beverages. The University recognizes, however, that the majority of undergraduate students are below the legal drinking age and that there are serious health risks and behavior problems associated with the use of alcohol in the collegiate environment.

Consequently, alcohol will be permitted at Florida State University or programs sponsored by Florida State University or its direct support organizations only in those settings which:

1. comply with federal or state laws, local ordinances, University regulations, foreign country laws (in the case of study abroad programs conducted by Florida State University International Programs, Inc.), Student Conduct Code, Student Organization Conduct Code, and this policy;
2. Present minimal health and safety risks; and
3. In no way inhibit the full participation of those who choose not to drink alcohol.

Events and activities that encourage excessive drinking and/or lead to the endangerment of individuals will not be permitted. Any person or group in violation of federal or state laws, local ordinances, or of this policy will be reported to the proper federal, state, local or university authorities for appropriate action.

I Policy Pertaining to All Members, Groups, Events, and Organizations in the University Community and Non-University Members, Groups, Events, and Organizations.

A. No individual under the legal drinking age (minimum of 21 years of age permitted by the State of Florida or the minimum age prescribed by the laws of foreign countries, but in no case below the age of 18 years of age) may serve, sell, consume or possess alcohol on University properties, except to the extent allowed by law within licensed premises or designated areas of the University.

B. Alcohol must be served by a licensed and insured third party vendor. No individual may serve or otherwise provide alcohol to persons under the legal drinking age.

C. The Consumption of Alcohol: The consumption of alcohol on University properties will be restricted to the following areas:

1. Florida State University Law School Rotunda;
2. Licensed areas of the university (e.g., Center for Professional Development, Club Downunder, Crenshaw Lanes, Renegade Grill);
3. Academic food service facilities;
4. University Center areas include:
  - a. Skyboxes
  - b. Miller Hall (C3300, UC)
  - c. President's Box (Level 7, UC)

- d. Booster/Alumni Board Rooms (C5300, C5301 UC)
  - e. University Club (Building B, Floor 3, UC)
  - f. Meeting Rooms (Building B, Floors 5 & 6, UC)
  - 5. Lounges in Beth Moor at Longmire Building;
  - 6. WFSU-TV and Radio Broadcast Center;
  - 7. Premises in and around President's house, Pearl Tyner Alumni Center, and surrounding grounds;
  - 8. University property not located on the main campus, which has been leased by the University to private entities or persons, referred to in this rule as "private premises," such as Heritage Grove;
  - 9. Private University living quarters where those present are of legal drinking age (see the Guide to Residence Living, Community Expectations, for further restrictions that may apply in residence halls; or in the case of living quarters provided for study abroad programs, see policies promulgated by Florida State University International Programs Association, Inc.);
  - 10. Premises in Doak Campbell Stadium area used or licensed for use on football game days;
  - 11. At the following sites, when provided in conjunction with an artistic or municipal event:
    - a. The Fine Arts Gallery;
    - b. The reception/hospitality room in the Opperman Music Hall;
    - c. The Fine Arts Building; and the
    - d. IFSU Lab Theater.
  - 12. Werkmeister Reading Room (201 Dodd Hall);
  - 13. In common areas for special events approved by the University President or his/her designee. For faculty, the designee is the Vice President for Faculty Development and Advancement, for student groups, the designee is the Vice President for Student Affairs, and for all other groups the designee is the Vice President for University Relations.
- D. The Sale of Alcohol: The sale of alcohol on campus must be approved by the President or designee. Although the President or designee may approve the sale of alcohol on campus, only the Division of Alcoholic Beverages and Tobacco can issue the permit required to sell alcohol in the state of Florida.
- E. Promotional Guidelines: The promotion of activities or events shall not advertise alcohol or sponsorship by alcohol marketers without prior written approval of the Vice President for University Relations. Events that seek advertising approval must meet the following requirements:
- 1. Alcohol shall not be used as an inducement to participate in a University event and may not be offered as a prize or gift in any form of contest, drawing or competition. Social events which encourage drinking, drinking contests, or drunkenness, and the advertisement of such events, are prohibited.
  - 2. Alcohol advertising on campus or in campus media, including that which promotes events as well as product advertising, shall not portray drinking as a solution to personal or academic problems of students or as an enhancement to social, sexual, or academic status.
  - 3. Advertising for any University event where alcoholic beverages are served shall mention the availability of non-alcoholic beverages as prominently as alcoholic beverages.
  - 4. Promotional materials, including advertising for any University event, shall not make reference to the amount of alcoholic beverages available. This includes references to kegs or open bars.
  - 5. Must adhere to University posting policy guidelines.

F. Florida State University Police shall be notified of all on campus events that are not regularly scheduled that plan to serve alcohol.

G. Laws and Regulations: All members of the campus community (students, faculty, staff, alumni, and guests) must adhere to all applicable federal or state laws, local ordinances, and University regulations related to the sale and use of alcohol. They include, but are not limited to the following:

1. It is unlawful for any person to aid or abet an underage person, as defined by Section 1 (a), in the purchase or attempt to obtain alcoholic beverages.
2. It is unlawful for any underage person to falsify a driver's license or other identification document in order to obtain or attempt to obtain alcoholic beverages.
3. It is unlawful for any person to permit use of his/her driver's license or any other identification document by an underage person to purchase or attempt to purchase alcoholic beverages.
4. No person may bring any type of alcoholic beverage into a licensed facility or area, nor may any person take alcoholic beverages out of the licensed facility or area, except that a bottle of wine purchased, but not fully consumed, at the University Center Club or similar restaurant establishment on campus may be removed by the person after it has been recorked as allowed by law.
5. Transportation of all alcoholic beverages on campus shall be in unopened and unobservable containers.
6. Damage to or destruction of property, or injury to person(s), which is caused by or can be shown to be related to the consumption of alcohol will be subject to disciplinary action, as will any other violation of this rule.

## II Guidelines for University Sponsored Events.

Definition: Large public and formal events where the University acts in symbolic ways to honor, celebrate, and reward achievements central to its mission (e.g., graduation, convocation, dedications, awards, ceremonies). These events convey important values about what is central to the University. Florida State University is concerned with the image conveyed when alcohol service is included as part of these events.

All University Sponsored Events are subject to the guidelines outlined in Section I of the alcohol policy. In addition, the following restrictions apply;

- A. Alcohol will not be served at any reception or other function, as defined above, sponsored by the University or taking place on the University campus where attendance is essentially open to the public and is not controlled by such means as individual invitation, registration, reservation and/or a fee payment process.
- B. At those functions where attendance will be predominately alumni and friends of the University, and controlled by individual invitation, registration, reservation, or a fee payment process, alcoholic beverages may be served with the following restrictions:
  1. All persons will be required to show identification, including birth date, to ensure that they are a minimum of 21 years of age in the state of Florida;
  2. The right to refuse to serve anyone who seems to be in danger of over consumption will be reserved and used; and
  3. An ample supply and variety of food and non-alcoholic beverages will be available.

4. At University sponsored functions where attendance will be predominately students, no alcoholic beverages will be served, regardless of the degree of control exercised over attendance.

### III Guidelines for University Related Events.

Definition: Any organization or group, consisting primarily of Florida State University students, employees, faculty or alumni, and/or which utilizes the Florida State University name or its premises, in which alcohol is served, must adhere to the following guidelines. These guidelines apply to all student organizations, whether or not they have received formal recognition or not.

All University Related Events, on or off campus, are subject to the guidelines outlined in Section I of the alcohol policy. In addition, the following apply;

- A. Sponsors are required to provide one or more alternative non-alcoholic beverage available in sufficient quantity throughout the event.
- B. Non-alcoholic beverages must be available at the same place as the alcoholic beverages and featured as prominently as the alcoholic beverages.
- C. If the alcoholic beverage is being sold, the alternative beverage should be available at a price equal to or less than the price of the alcohol being provided.
- D. Wherever alcohol is present, food must also be in sufficient quantity throughout the event.
- E. The cost of admission to an event may not include or cover the cost of alcoholic beverages.
- F. No state appropriated, federal funds or A & S fees may be used to purchase or sell alcohol.
- G. The burden of proof for showing legal age is placed upon the person desiring alcohol service. No service will be provided unless clear evidence of legal age is presented. Those of legal age and consuming alcohol will be identified by wrist bands, hand stamps, etc.
- H. It is the responsibility of the serving establishment, at the time that an alcoholic beverage is requested, to check the picture ID. If, for any reason, proof of legal drinking age cannot be provided upon request, it is the responsibility of the server to deny the request.
- I. At social functions where alcoholic beverages are served, direct access should be limited to a person(s) designated as the server(s) by a licensed insured vendor. Servers must not consume alcohol during the event.
- J. The server shall refuse to serve anyone who seems to be in danger of over consumption will be reserved and used.

Any organization found not to be in compliance with the University alcohol policy at their event may be subject to University disciplinary action and may forfeit its right to any fee support from the University.

### IV Tailgate Events.

Definition: Gatherings occurring in the designated parking areas surrounding the area of Doak Campbell Stadium prior to and after scheduled football games.

- A. Florida State University does not support or condemn the consumption of alcohol by individuals 21 years of age or older at tailgate events.
- B. Florida State University does not condone any act related to excessive consumption of alcohol that impairs, interferes, or endangers the safety or enjoyment of anyone attending these events, including the individual who chooses to consume alcohol.
- C. Individuals who choose to consume alcohol are responsible for their behavior and should not

operate a motor vehicle after they have consumed alcohol.

#### V Administration and Enforcement of Policy.

- A. The Vice President for Faculty Development and Advancement is the responsible University official for administration of the alcohol policy for all events involving primarily faculty. The Vice President for Student Affairs is the responsible administrator for students and student groups. The Vice President for University Relations is the responsible University official for administration of the alcohol policy for events managed by the direct support organizations and for those involving all other groups and individuals. Changes and revisions shall be coordinated by the Vice President for Student Affairs in consultation with other Vice Presidents and the General Counsel, subject to final approval of the President of the University.
- B. Enforcement of the alcohol policy shall reside in the Student Conduct and Community Standards department for individual student and student organization cases, and the Office of Faculty Development and Advancement for faculty related violations. Enforcement of the alcohol policy for all other groups, including outside groups, organizations, and individuals shall reside in the Vice President for University Relations.
- C. The University maintains the right to forward possible violations of federal or state laws, local ordinances, and University regulations, to the proper authorities through the Florida State University Police Department.

#### VI Health Risks.

Alcohol consumption may cause a number of changes in behavior which are related to dose, rate of intake, body size and percentage of body fluid, expectations, social environment, physical conditions (disease or, more commonly, hormonal cycles can be factors), enzyme differences, and concentration of alcohol in a drink. It may increase aggressiveness, lower inhibitions, cloud judgment, reduce resistance, and hamper the ability to make decisions.

Alcohol first affects the area of the brain responsible for higher functions, such as decision-making and social inhibitions, suppressing an individual's self-control. Alcohol in the blood can slow reaction time, reduce muscle coordination and impair eyesight, contributing to deficits in performance, judgment, memory, and motor skills. Even low doses can significantly impair the judgment and coordination required to drive a car safely. Florida State University reiterates that no one should ever drink alcohol and drive. The designated driver should never drink alcohol.

Moderate to high doses of alcohol may cause marked impairments in higher mental functions, altering a person's ability to learn and remember information. Very high doses cause respiratory depression and death. If combined with other depressants of the central nervous system, much lower doses of alcohol may produce the effects just described above.

#### VII Educational Resources and Support.

In support of responsible management of alcohol, the University provides numerous resources and support services available to students, faculty, and staff of Florida State University, including alcohol education, counseling, treatment, rehabilitation, re-entry, prevention, and intervention, as well as other educational programs and volunteer opportunities. Below are just a few of these resources and services.

- **Services**

1. Counseling and Psychological Services provides a structured two-session Alcohol and Other Drug (AOD) Evaluation for students who are sanctioned by the University for violations of the University's alcohol and drug policy. In addition to mandated AOD sessions, AOD Evaluations are available on a voluntary basis to all FSU students. Following the AOD Evaluation sessions, a recommendation is made to the student regarding need for counseling treatment. Counseling treatment is provided to students on a voluntary basis only. Any fee-paying student currently enrolled at Florida State University is eligible for counseling and psychological services described on [the Counseling and Psychological Services website](#). Please contact Counseling and Psychological Services for a current fee schedule by phoning (850) 644-8255.
2. FSU Police Department: dial (850) 644-1234 or visit [the FSU Police Department website](#).
3. Office of Residence Life: dial 850) 644-2860 or visit [the Housing website](#).
4. The Employee Assistance Program (EAP) at Florida State University was established to assist employees with behavioral, medical and substance abuse problems affecting employment. Employees can enter the program through a self-referral or supervisory referral. The EAP functions as a coordinator of counseling and other appropriate services available both within the University and the community. For more information, dial (850) 644-2288 or visit [the Employee Assistance Program's website](#).
5. Counseling services are also provided for students, staff, faculty, and the community by the Center for Couple & Family Therapy (CCFT), where fees are based on annual income. For more information, dial (850) 644-1588 or visit [the Center for Couple & Family Therapy \(CCFT\) website](#).
6. The Psychology Clinic is also a training clinic. Counselors are graduate students in clinic psychology programs. They provide one-on-one psychology services (no support groups) to students, staff, faculty, and the community. Fees are based on a sliding scale [(850) 644-3006; website is <https://psy.fsu.edu/php/about/communityservice/psychologyclinic/psychologyclinic.php>].
7. Helpline 211 is a telephone counseling and referral service for short term counseling, information and referrals mainly for social services in the Big Bend area. You can dial (877) 211-7005, or (850) 224-6333, or 211. For more information, visit [the Helpline 211 website](#).

- **Education**

1. The Center for Health Advocacy and Wellness (CHAWs) is found at University Health Services. You can call (850) 644-8871 or visit [the Center for Health Advocacy and Wellness website](#).
2. SMART (Students Making Alcohol and Other Drug Responsibility Theirs (SMART) Choices consists of two, two-hour class sessions and an interactive online program at University Health Services that presents the legal and personal consequences of substance abuse. The purpose of the course is to introduce the student to a process of self-examination that may lead to improved decision making and behavior change. Students who are sanctioned by Student Conduct and Community Standards [(850) 644-5136] or University Housing [(850) 644-2860] for on or off-campus violations of the University's alcohol and drug policy must complete the course. Students may also enroll in the course free of charge if they would simply like to gain more knowledge about alcohol. Students may visit the [the Center for Health Advocacy and Wellness website](#) to sign up.
3. AlcoholEdu: An interactive, two-part on-line program designed to help you make healthy and safe

decisions around alcohol use while in college. This program is open to all first year and new transfer students. For more information, visit [FSU's Healthy Campus website](#).

4. **Healthy Noles:** Volunteer opportunities for students seeking to work toward greater alcohol responsibility are available through Healthy Noles, which is an organization directed by the Center for Health Advocacy and Wellness at University Health Services. The Healthy Noles advocate for wellness on campus and alcohol responsibility is a significant component. For more information, contact [the Center for Health Advocacy and Wellness website](#).

5. **LIFT:** LIFT is Florida State University's collegiate recovery community dedicated to helping students in recovery thrive during their college experience. LIFT's goal is to provide a place for accountability within a healthy community and a place to have fun, socialize, and develop friendships with like-minded students. For more information, visit [the LIFT website](#).

**State and Local Penalties**

Common Alcohol Offenses (Leon County)	Typical Penalty First Offense	Maximum Penalty First Offense
Possession or attempt to purchase alcohol by a person under 21 years of age.	Diversion program; \$180 fine; 10 hours community work program.	60 days jail; \$500 fine.
Using a false driver's license ID or allowing someone to use your driver's license for an ID card.	Diversion program; \$180 fine; 10 hours community work program.	60 days jail; \$500 fine.
Providing alcohol to a person under 21.	Diversion program; \$180 fine; 10 hours community work program.	60 days jail; \$500 fine.

Note: These are only for information. State sanctions are subject to change by the Florida Legislature.

**Florida State University Health Risks of Illicit Drugs**

Illicit drugs all have some health-threatening qualities—some more than others. Examples include increased heart rate and lung damage from marijuana; central nervous system disorders from cocaine, heroin, and hallucinogens; and liver, lung and kidney damage from inhalants. HIV infection also is spread widely among intravenous drug users. Even infrequent use of illicit drugs can result in physical afflictions, such as hangovers, cardiovascular damage, digestive problems, tremors, impaired sexual response, and injuries due to lost coordination. Other possible effects include reduced alertness and impaired performance at school or work, interpersonal conflicts, and financial difficulties. Dependence and addiction are constant threats to users of illicit substances. Regular abuse of these substances generally exposes users to criminal elements, which may lead to involvement in further criminal activities.

## State and Local Penalties: Illicit Drug Penalties

The penalty for possession (second-degree misdemeanor) is sixty days jail and \$500 fine. Penalties for trafficking (first-degree felony) range up to thirty years imprisonment and fines of \$500,000.

Note: These are only for information. State sanctions are subject to change by the Florida Legislature.

### Florida State University Standards of Conduct

State of Florida statutes declare that it is unlawful for any person under 21 years of age to consume or possess alcoholic beverages. Consequently, no one under the legal drinking age may consume, distribute, or possess alcohol on University properties or as part of any University activity.

It is unlawful to sell, give, serve, or permit to be served alcoholic beverages to a person under 21 years of age. Furthermore, servers can be held civilly liable for damage caused by underage drinkers to whom they provided alcoholic beverages.

It is unlawful to be under the influence of, to use, possess, distribute, sell, offer, or agree to sell, or represent to sell, narcotics, hallucinogens, dangerous drugs, or controlled substances, except as where permitted by prescription or law.

## Illegal Downloading of Copyrighted Songs and Movies

Downloading and distribution of copyrighted music, movie and other entertainment files from online distribution sites that offer these items free of charge is illegal, in direct violation of the federal Digital Millennium Copyright Act, the Florida State University Student Conduct Code, and the Florida State University Policy OP-H-6 "Use of University Information Technology Resources."

Illegal downloading and file sharing of copyrighted music, movies or other entertainment files is intellectual property/copyright infringement. Illegal downloading and file sharing activities maliciously expose the University's network, computing systems and personal computers to destructive computer malware (viruses, spyware, worms, trojan horses, rootkits, keystroke loggers, etc.), and denial of service attacks. Illegal downloading activity significantly increases the risk of exposure to personal identity theft and irreparable or costly damage to both University and personally owned computing devices.

The potential consequences of illegal downloading and file sharing are extremely serious. There are both civil and criminal penalties for illegal downloading and file sharing:

- In a civil suit, an infringer may be liable for a copyright owner's actual damages plus any profits made from the infringement. Alternatively, the copyright owner may avoid proving actual damage by electing a statutory damage recovery of up to \$30,000 or, where the court determines that the infringement occurred willfully, up to \$150,000. The actual amount will be based upon what the court in its discretion considers just. See 17 U.S.C. § 504.
- Penalties to be applied in cases of criminal copyright infringement [i.e., violations of 17 U.S.C. § 506(a)], are set forth at 18 U.S.C. § 2319. Congress has increased these penalties substantially in recent years and has broadened the scope of behaviors to which they can apply. Statutory

penalties are found at 18 U.S.C. § 2319. A defendant, convicted for the first time of violating 17 U.S.C. § 506(a) by the unauthorized reproduction or distribution, during any 180-day period, of at least ten copies or phonorecords, or one or more copyrighted works, with a retail value of more than \$2,500 can be imprisoned for up to five years and fined up to \$250,000, or both. 18 U.S.C. §§ 2319(b), 3571(b)(3).

- Defendants who have previously been convicted of criminal copyright infringement under 18 U.S.C. § 2319(b)(1) may be sentenced to a maximum of ten years imprisonment, a \$250,000 fine, or both. Finally, a defendant is guilty of a misdemeanor violation if he violated rights other than those of reproduction or distribution, or has reproduced or distributed less than the requisite number of copies, or if the retail value of the copies reproduced or distributed did not meet the statutory minimum, or if other elements of 17 U.S.C. § 506(a) are not satisfied. Misdemeanants can be sentenced a maximum of one year and can be fined a maximum of \$100,000. See 18 U.S.C. §§ 2319(b)(3), 3571(b)(5).

Law firms representing the entertainment industry aggressively investigate instances of music and movie “pirating”, and upon identifying the offenders, are increasingly invoking the applicable laws to reap financial settlements and awards totaling thousands of dollars.

The University is not legally empowered to protect, represent, advise or otherwise assist students who become subject to legal proceedings because of copyright infringement. Students who are sued, offered an out-of-court settlement, or cited for criminal copyright infringement must obtain their own legal representation.

In addition to civil and criminal penalties, violators will be subject to the University's disciplinary proceedings:

- **Student Conduct Code.** A student found to be in violation of provision is subject to the outcomes defined in Section G. Examples of outcomes that may be imposed for violations of the Student Conduct Code include reprimand, educational outcomes, restitution, probation, suspension, and dismissal.
- **Florida State University’ Policy 4-OP-H-21** “Acceptable Use of Technology Policy,” is outlined on the [Technology Policies and Procedures page](#). Under item Roman Numeral Two, Letter C: “Failure to comply with the requirements of this policy or supplemental policies and standards may result in reduced or revoked access to network and other IT resources.”

For further information regarding the downloading of electronic objects and media, please visit: [the Illegal Downloading of Copyrighted Songs and Movies website](#).

# Summer 2026 Academic Calendar

**NOTE:** Panama City Campus students must convert all times to Central Time unless already noted.

- For International Program (IP) session Summer term dates, please refer to the “IP Sessions” section of this page below.
- For College of Law dates, please contact the College of Law at (850) 644-3400 or visit [the College of Law's website](#).
- For College of Medicine dates, please contact the College of Medicine at (850) 644-1855 or visit [the College of Medicine's website](#).

\*Check with academic department. | \*\* Subject to change due to fiscal year processing.

The dates and times listed below are subject to change.

<b>Main Campus Dates</b>	<b>Session A May 11–June 18 (6 week 1)</b>	<b>Session B June 22–July 31 (6 week 2)</b>	<b>Session C May 11– July 31 (12 week)</b>	<b>Session F May 11–July 2 (8 week)</b>
Registration for currently enrolled and readmitted degree-seeking students. See “ <i>Enrollment Appointments</i> ” in this <i>Registration Guide</i> .	March 2–May 14	March 2–May 14 and June 17–June 25	March 2–May 14	March 2–May 14
Last day for community college and FSU students to submit Summer 2026 transient applications.  Last day to apply for transient student status.	April 1	April 1	April 1	April 1
Student health insurance charges are posted for eligible students who have not submitted waivers for the upcoming Summer term.	May 1	May 1	May 1	May 1
Last day to submit waivers or billings for financial aid early disbursement.	May 3	June 11	May 3	May 3
Financial aid early disbursement available from federal, private, and institutional aid via EFT.  Residence Halls Open at 5:00 p.m.	May 7	June 17	May 7	...

<b>Drop/Add Period</b>	<b>May 9 @ 12:01 a.m.–May 14 @ 11:59 p.m.</b>	<b>June 22 @ 12:01 a.m.–June 25 @ 11:59 p.m.</b>	<b>May 9 @ 12:01 a.m.–May 14 @ 11:59 p.m.</b>	<b>May 9 @ 12:01 a.m.–May 14 @ 11:59 p.m.</b>
Summer-only health insurance policy coverage begins.	May 10	May 10	May 10	May 10
<b>Classes Begin.</b>	<b>May 11</b>	<b>June 22</b>	<b>May 11</b>	<b>May 11</b>
Late registration (\$100.00 late registration fee).	May 11–14	June 22–25	May 11–14	May 11–14
Last day to file for a change in residency status.	May 12	May 12	May 12	May 12
<b>Fourth Day of Classes.</b>  Last day to drop/add and have fees adjusted. Students are liable for all fees for classes still on their schedules at 11:59 p.m.  Last day to add a class without academic dean’s permission.  Last day to cancel enrollment and have fees removed.	<b>May 14</b>	<b>June 25</b>	<b>May 14</b>	<b>May 14</b>
<b>Fifth Day of Classes.</b>  Last day to request VA deferment from VA representative in Student Veterans Affairs.  All financial aid students must check their financial aid status at <a href="#">the Financial Aid website</a> .  Last day to submit department waivers or billings.  Summer-only health insurance waiver window closes.	<b>May 15</b>	<b>June 26</b>	<b>May 15</b>	<b>May 15</b>

Summer 2026 graduation application period. Apply online at <a href="#">through your portal page</a> .	May 18–May 29	May 18–May 29	May 18–May 29	May 18–May 29
First day to apply for financial-aid deferments and delayed-delivery loans.	May 18	June 29	May 18	May 18
Last day to pay or defer tuition, housing, or fees for all students, including veterans who are not using a veteran deferment, without a \$100.00 late fee. Veterans should contact a VA representative with questions.	May 22	July 2	May 22	May 22
<b>Memorial Day—No Classes, University Closed.</b>	<b>May 25</b>	<b>May 25</b>	<b>May 25</b>	<b>May 25</b>
<p><b>Prorated Seventh-Week Session Deadline.</b></p> <p>Last day to submit form requesting S/U grading or to change S/U option back to regular grade.</p> <p>Last day to reduce course load without permission of academic dean. Dean’s permission required to drop below minimum hours.</p> <p>Last day for doctoral students to take and pass their preliminary examination to add or convert dissertation hours for the current term.</p> <p>Last day to drop a class without receiving a grade.</p> <p>Last day to withdraw from school without receiving a grade.</p>	<b>May 29</b>	<b>July 10</b>	<b>June 26</b>	<b>June 5</b>
Summer-only health insurance waiver appeals end.	May 31	May 31	May 31	May 31
Last day to submit <b>doctoral dissertation, master’s thesis, or treatise</b> for pre-defense format review.	June 9	June 9	June 9	June 9

<b>End of Prorated Twelfth Week of Classes.</b> Deadline for a late drop with dean's permission.	<b>June 12</b>	<b>July 24</b>	<b>July 17</b>	<b>June 19</b>
<b>Last Day of Classes   End of Term</b> Last day to reduce course load, if permitted, by the academic dean. Last day to apply for AA Degree at the Office of Undergraduate Studies, UCA 3400.	<b>June 18</b>	<b>July 31</b>	<b>July 31</b>	<b>July 2**</b>
Final Exam Week.*	...	...	...	...
<b>Juneteenth Holiday—No Classes, University Closed.</b>	<b>June 19</b>	<b>June 19</b>	<b>June 19</b>	<b>June 19</b>
Residence Halls close at noon.	June 20	August 1	August 1	...
Online Grades Due by 4:00 p.m.	June 23	August 4	August 4	July 17
Grades Available Online.	June 24; August 5	August 5	August 5	August 5
Last day for submission of the post-defense, final content-approved thesis, dissertation, or treatise and required forms.	June 30	June 30	June 30	June 30
<b>Independence Day—No Classes—Observed Friday, July 3. University Closed.</b>	<b>July 3</b>	<b>July 3</b>	<b>July 3</b>	<b>July 3</b>
Student health insurance charges are posted for students who have not submitted for the upcoming term.	July 15	July 15	July 15	July 15
Final payment for installment contracts due. Financial aid deferment (excluding Veterans deferments) expires. Full tuition payment must be received to avoid a late payment fee.	July 17	...	July 17	July 17
Financial aid deferments (excluding Veterans deferments) expire. Full tuition payment must be received to avoid a late payment fee.	July 17	July 17	July 17	July 17

Non-payment-of-tuition schedule cancellations processed for students without a tuition deferment.	July 20	July 20	July 20	July 20
Veterans financial aid deferments expire.	July 24	July 24	July 24	July 24
Last day for thesis, dissertation, and treatise students to receive official final clearance in the manuscript clearance portal.	July 28	July 28	July 28	July 28
<b>Commencement</b> , Doctoral, 9:00 a.m. <b>Commencement</b> , (Bachelor, Master, Specialist), 2:00 p.m. <b>Commencement</b> , (Bachelor, Master, Specialist), 7:00 p.m. Last day to turn in ServScript hours online. Last day to officially withdraw from the University.	<b>July 31</b>	<b>July 31</b>	<b>July 31</b>	<b>July 31</b>
Summer 2026 diplomas dated with the following date. Last day for community college and FSU students to submit Fall 2026 transient applications.	August 1	August 1	August 1	August 1
<b>Residence Halls Close.</b>	Halls do not close; vacate by noon, June TBD	August TBD (noon)	August TBD (noon)	...
2026 Spring/Summer terms and Summer-only term health insurance coverage ends.	August 14	August 14	August 14	August 14

### International Program (IP) Sessions

Term	First Day of Classes	Last Day of Classes
<b>IP1 Summer 2026</b>	May 8	June 2

<b>IP2 Summer 2026</b>	May 8	June 13
<b>IP3 Summer 2026</b>	May 11	June 12
<b>IP4 Summer 2026</b>	May 8	July 2
<b>IP5 Summer 2026</b>	May 7	August 3
<b>IP6 Summer 2026</b>	May 11	June 12
<b>IP7 Summer 2026</b>	May 11	July 4
<b>IP8 Summer 2026</b>	May 26	June 18
<b>IP9 Summer 2026</b>	June 2	June 27
<b>IP10 Summer 2026</b>	June 9	July 3
<b>IP11 Summer 2026</b>	June 9	August 1
<b>IP12 Summer 2026</b>	May 12	June 20
<b>IP13 Summer 2026</b>	June 16	July 25
<b>IP14 Summer 2026</b>	June 19	July 25
<b>IP15 Summer 2026</b>	June 30	August 6
<b>IP16 Summer 2026</b>	July 8	July 21
<b>IP17 Summer 2026</b>	July 8	August 1
<b>IP18 Summer 2026</b>	June 30	August 6
<b>IPA Summer 2026</b>	May 12	June 20
<b>IPB Summer 2026</b>	June 23	August 7
<b>IPC Summer 2026</b>	May 12	August 1

**Note:** Fees may be paid any time after schedule is final but no later than the session deadline published in this calendar.

# Fall 2026 Academic Calendar

**Note:** Panama City Campus students must convert all times listed to Central Time unless already noted.

**Note:** Dates and times listed below are subject to change.

Mar. 2–May 14, 2026	Registration for currently enrolled and readmitted degree-seeking students. See "Enrollment Appointments" in this <i>Registration Guide</i> .
June 3, 2026	Student health insurance waive or elect portal opens for the 2026 summer term.
July 15, 2026	Fall and annual student health insurance policy charges post.
July 13–Aug. 9, 2026	Registration re-opens for currently enrolled and readmitted degree-seeking students. See “Enrollment Appointments” in this Registration Guide.
Aug. 13, 2026	Last day to submit waivers or billings for financial aid early disbursement.
Aug. 14, 2026	Last day for community college and FSU students to submit Fall 2026 transient applications.  Spring/Summer and Summer-ONLY health insurance coverage ends
Aug. 15, 2026	Residence Halls open at 9:00 a.m.  Fall-only/annual health insurance coverage begins.  Fall and annual waive or elect window closes.
Aug. 18, 2026	Deadline for students to submit FAMU Co-Op applications.
Aug. 19, 2026	Financial Aid Early Disbursement available from federal, private, and institutional aid via EFT.
<b>Aug. 22–27, 2026</b>	<b>Drop/Add Period.</b> Begins 12:01 a.m. on Aug. 22 and ends at 11:59 p.m. on Aug. 27.
<b>Aug. 24, 2026</b>	<b>Classes Begin.</b> Last day to file for a change in residency status.
Aug. 24–27, 2026	Late Registration (\$100.00 late registration fee).
<b>Aug. 27, 2026</b>	<b>Fourth Day of Classes.</b> Last day to drop/add and have fees adjusted. Students are liable for all fees for classes remaining on their schedules at 11:59 p.m.

	<p>Last day to cancel enrollment and have fees removed.</p> <p>Last day to add a class without academic dean's permission.</p>
<b>Aug. 28, 2026</b>	<p><b>Fifth Day of Classes.</b></p> <p>Last day to request VA deferment from VA representative at the Student Veterans Center.</p> <p>Last day to submit department waivers or billings.</p>
Aug. 31 2026	<p>First day to apply for financial aid deferments and delayed-delivery loans.</p>
Sept. 1–Sept. 11, 2026	<p>Fall 2026 graduation application period. Apply online at <a href="#">through your portal page</a>.</p>
Sept. 2, 2026	<p>Census disbursement aid is available.</p>
Sept. 4, 2026	<p>Last day to pay or defer tuition, housing, or fees for all students, including veterans who are not using a veteran deferment, without a \$100.00 late fee. Veterans should contact a VA representative with questions</p>
<b>Sept. 7, 2026</b>	<p><b>Labor Day—No Classes.</b></p>
Sept. 14, 2026	<p>Non-payment-of-tuition schedule cancellations processed for students without a tuition deferment.</p>
Sept. 15, 2026	<p>Fall and annual student health insurance waiver appeal ends.</p>
Sept. 21, 2026	<p>Spring 2027 Registration Guide is available.</p> <p>Spring 2027 course listings are available on Course Lookup system.</p>
<b>Sept. 25–27, 2026</b>	<p><b>Family Weekend.</b></p>
Oct. 2, 2026	<p>Financial Aid deferments expire. Final payment deadline for two-payment installment contracts. Full tuition payment must be received to avoid a late payment fee.</p>
<b>Oct. 5, 2026</b>	<p><b>Registration for Spring 2027 Begins.</b></p>
<b>Oct. 9, 2026</b>	<p><b>End of the Seventh Week of the Term.</b></p> <p>Last day to submit form requesting S/U grading or to change S/U option back to a regular grade.</p> <p>Last day to reduce course load without the permission of academic dean. Dean's permission required to drop below 12 credit hours.</p> <p>Last day to drop a course without receiving a grade.</p> <p>Last day to withdraw from school without receiving a grade.</p>

	<p>Last day to petition to reinstate class schedule cancelled for nonpayment of tuition.</p> <p>Last day for doctoral students to take and pass their preliminary examination to add or convert dissertation hours for the current term.</p>
Oct. 11, 2026	Student health insurance waive or elect portal opens for the 2027 spring and summer terms.
Oct. 12, 2026	Non-payment-of-tuition schedule cancellations processed for students who had deferments that expired.
Oct. 13, 2026	Last day to submit <b>doctoral dissertation, master's thesis</b> or <b>treatise</b> for pre-defense format review.
Nov. 10, 2026	Last day for submission of the post-defense, final content-approved thesis, dissertation, or treatise and required forms.
<b>Nov. 11, 2026</b>	<b>Veterans' Day Observed—No Classes Wednesday.</b>
<b>Nov. 13, 2026</b>	<b>End of the Twelfth Week of the Term.</b> Deadline for late drop with dean's permission.
<b>Nov. 14–Nov. 21 2026</b>	<b>Homecoming—No Classes after 12:00 p.m. on Friday, November 20th.</b>
<b>Nov. 25–Nov. 27, 2026 (Wed.–Fri.)</b>	<b>Thanksgiving Day Holiday—No Classes.</b>
Dec. 1, 2026	Last day for community college and FSU students to submit Spring 2027 transient applications.
Dec. 3, 2026	Final payment deadline for students on a four-payment installment plan.
<b>Dec. 4, 2026</b>	<p><b>Last Day of Classes.</b></p> <p>Last day to petition academic dean for a reduction in course load.</p> <p>Last day to officially withdraw from the University.</p> <p>Last day to apply for AA degree at the Office of Undergraduate Studies, UCA 3400.</p> <p>Veteran deferments expire. Full tuition payment must be received to avoid a late payment fee.</p>
<b>Dec. 7–11, 2026</b>	<b>Final Exam Week.</b>

Dec. 8, 2026	Last day for thesis, dissertation, and treatise students to receive official final clearance in the manuscript clearance portal.
<b>Dec. 11, 2026</b>	<p><b>Fall Term Ends.</b></p> <p>Last day to submit extensions for incomplete (I) grades by 4:00 p.m.</p> <p>Last day to turn in ServScript hours online.</p> <p>Last day for thesis, dissertation, and treatise students to receive official final clearance in the manuscript clearance portal.</p> <p><b>Commencement</b>, (Doctoral), 9:00 a.m.</p> <p><b>Commencement</b>, (Bachelor, Master, Specialist), 2:00 p.m.</p> <p><b>Commencement</b>, (Bachelor, Master, Specialist), 7:00 p.m.</p>
Dec. 12, 2026	Diplomas dated this date. Residence Halls close at noon.
Dec. 15, 2026	Online Grades due by 4:00 p.m.
Dec. 16, 2026	Grades available Online.
Dec. 31 2026	Fall-only student health insurance coverage ends.

# Enrollment Appointments: General Policies

## International Programs IP Sessions

International Programs offers an array of courses around the world. Unique sessions are used to designate courses offered through the International Programs Office. Students interested in Study Abroad should contact the International Programs Office. In some cases, these courses are offered in affiliation with international institutions and are subject to unique calendar dates. Unique “IP” sessions have been created so courses align with the institution and program dates. Key dates such as registration, first week of classes, drop/add, seventh week deadlines, etc., will be prorated according to the length of the session. These dates are different than International Program start and end dates. Students participating in the International Programs should check with that office about specific dates, registration appointments and fees, deadlines, or restrictions that might apply. Students must be admitted to an International Program in order to register for IP classes.

## Veterans Priority Registration

Active-military students, student veterans, and military/veteran dependents using federal benefits are eligible for priority registration, which allows these students to register for future-term courses during the first selection window of each course-registration cycle. However, each of these students must first be coded as receiving federal benefits before they are eligible for priority registration and should call the Veterans Center at (850) 644-9562 or [email the Veterans Center](#) to make sure they are properly coded. After registering for their courses, each of these students must submit the university’s online Request for Benefits form in order to have their benefit-certification documents submitted within the required time frame.

## Eligibility

To remind and prompt students to initiate their required graduation check, staff in the Registrar’s Office will place a hold on student accounts that either 1) total 90 credit hours between a combination of earned and currently-in-progress coursework, OR 2) show the student is two terms away from their planned graduation date. This hold is removed after the student follows up with their college(s).

## Registration Responsibility: Students Accept Fee and Grade Liability

To cancel registration, a student must drop all of his or her classes [via their student portal](#) before the first day of classes or must send an e-mail from his or her official myFSU account to registrar@fsu.edu no later than the fourth day of classes. FSU Panama City, FL students should e-mail [the Panama City, Florida, Registrar’s Office](#).

Students should be dropped from classes for non-attendance of the first class meeting. However, students are responsible for verifying that their schedule is correct by 11:59 p.m. on the fourth day of classes.

Students are fee liable for all courses on their schedule after the fourth day. The University may cancel registration for non-payment of fees.

Undergraduate Studies students and first-time transfer students must see their academic advisors for assistance with their course selection prior to registration. New students may be required to register for preparatory mathematics and/or English composition courses to complete registration.

Students are responsible for meeting prerequisites and co-requisites for each course in which they are enrolled. Students who do not meet course prerequisites or co-requisites may be dropped by the academic department. If a student makes changes to his/her schedule without the advisement of an academic advisor, those classes remain the student's responsibility.

Students may attend and receive credit only for those courses in which they are properly registered. Likewise, students will be held responsible for every course for which they register unless they officially drop the course or cancel registration. Those students who register during late registration (normally the first four days of classes) will be assessed a \$100.00 late-registration fee.

For account status and fee payments visit [the Tuition and Estimated Costs website](#).

### Admission/Readmission Dates

For admission or readmission dates please refer to the "University Calendar" chapter in the *General Bulletin*.

### Law School/Medical School Dates

For College of Law dates, please contact the College of Law at (850) 644-3400 or visit [the College of Law website](#).

For College of Medicine dates, please contact the College of Medicine at (850) 644-1855 or visit [the College of Medicine website](#).

# Summer/Fall 2026 Enrollment Appointments

## Summer 2026

\* Be aware that these ranges do not reflect hours for the current term (Spring 2026).

\*\* New Graduates are students admitted for the first time into a new graduate program.

† All students who are eligible for priority registration are assigned the first appointment window of each registration cycle for a future term. The following groups are automatically assigned priority registration: veterans and dependents using VA benefits, honors, degree in three, and students registered with the Office of Student Accessibility.

**NOTE:** Panama City Campus students must convert all times listed to Central Time.

## Summer Sessions A, B, C, and F: Continuing and Readmitted Students

LEVEL	HOURS COMPLETED*	REGISTRATION OPENS	REGISTRATION ENDS
<b>Graduate Students, Veteran Students† (**New Graduates see below)</b>		Monday, March 2, 2026 @ 8:00 a.m.	Thursday, May 14, 2026 @ 11:59 p.m.
<b>Senior</b>	110 & up	Monday, March 2, 2026 @ 8:00 a.m.	Thursday, May 14, 2026 @ 11:59 p.m.
<b>Senior</b>	90–109	Wednesday, March 4, 2026 @ 8:00 a.m.	Thursday, May 14, 2026 @ 11:59 p.m.
<b>Junior</b>	60–89	Monday, March 9, 2026 @ 8:00 a.m.	Thursday, May 14, 2026 @ 11:59 p.m.
<b>Sophomore</b>	30–59	Monday, March 23, 2026 @ 8:00 a.m.	Thursday, May 14, 2026 @ 11:59 p.m.
<b>Freshman</b>	00–29	Monday, March 30, 2026 @ 8:00 a.m.	Thursday, May 14, 2026 @ 11:59 p.m.
<b>Open Registration</b>		Tuesday, March 31, 2026 @ 12:01a.m.	Thursday, May 14, 2026 @ 11:59 p.m.

<b>Early Registration Ends</b>			Friday, May 8, 2026 @ 11:59 p.m.
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## Summer Sessions A, C, and F Only

<b>LEVEL</b>	<b>REGISTRATION OPENS</b>	<b>REGISTRATION ENDS</b>
<b>All New Graduates***</b>	Wednesday, May 6, 2026 @ 8:00 a.m.	Thursday, May 14, 2026 @ 11:59 p.m.
<b>Transient/ Non-Degree Seeking Students (All)</b>	Friday, May 8, 2026 @ 8:00 a.m.	Thursday, May 14, 2026 @ 11:59 p.m.

- **Drop/Add Opens: Saturday, May 9, 2026—12:01 a.m. (Not Including the College of Law)**
- **Drop/Add Closes: Thursday, May 14, 2026—11:59 p.m. (Not Including the College of Law)**
- **Students registering during the Late Registration period (Monday, May 11, 2026—12:01 a.m. through Thursday, May 14, 2026 @ 11:59 p.m.) incur a \$100 late fee.**
- Please contact the College of Law for any questions regarding summer registration.

## Summer Session B Only

<b>LEVEL</b>	<b>REGISTRATION OPENS</b>	<b>REGISTRATION ENDS</b>
<b>Registration All New Graduates*** and Continuing Students</b>	Wednesday, June 17, 2026 @ 12:01 a.m.	Thursday, June 25, 2026 @ 11:59 p.m.
<b>Transient/Non-Degree Seeking Students (All)</b>	Thursday, June 18, 2026 @ 11:15 a.m.	Thursday, June 25, 2026 @ 11:59 p.m.
<b>Drop/Add for Session B only</b>	Saturday, June 20, 2026 @ 12:01 a.m.	Thursday, June 25, 2026 @ 11:59 p.m.

<b>Late Registration (\$100.00 late registration fee.)</b>	Monday, June 22, 2026 @ 12:01 a.m.	Thursday, June 25, 2026 @ 11:59 p.m.
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## Fall 2026

\* Be aware that these ranges do not reflect hours for the current term (Spring 2026).

\*\* Summer B new admits are undergraduate students admitted for the first time to the University.

\*\*\* New Graduates are students admitted for the first time into a new graduate program.

† All students who are eligible for priority registration are assigned the first appointment window of each registration cycle for a future term. The following groups are automatically assigned priority registration: veterans and dependents using VA benefits, honors, degree in three, and students registered with the Office of Student Accessibility.

†† Panama City Campus students will be able to continue to register for Fall 2026 classes from May 15, 2026, through August 27, 2026.

††† Panama City Campus transient and non-degree seeking students may register for Fall 2026 classes beginning August 3, 2026.

LEVEL	HOURS COMPLETED*	REGISTRATION OPENS	REGISTRATION ENDS
<b>Current and Continuing Graduate Students (New Graduate Students register 8/18/2026), Veteran Students †</b>		Monday, March 2, 2026 @ 8:00 a.m.	Thursday, May 14, 2026 @ 11:59 p.m.
<b>Senior</b>	110 & up	Monday, March 2, 2026 @ 8:00 a.m.	Thursday, May 14, 2026 @ 11:59 p.m.
<b>Senior</b>	90–109	Wednesday, March 4, 2026 @ 8:00 a.m.	Thursday, May 14, 2026 @ 11:59 p.m.
<b>Junior</b>	60–89	Monday, March 9, 2026 @ 8:00 a.m.	Thursday, May 14, 2026 @ 11:59 p.m.
<b>Sophomore</b>	30–59	Monday, March 23, 2026 @ 8:00 a.m.	Thursday, May 14, 2026 @ 11:59 p.m.
<b>Freshman</b>	00–29	Monday, March 30, 2026 @ 8:00 a.m.	Thursday, May 14, 2026 @ 11:59 p.m.

<b>Open Registration ††</b>		Tuesday, March 31, 2026 @ 12:01 a.m.	Thursday, May 14, 2026 @ 11:59 p.m.
<b>Early Registration ends ††</b>			Friday, May 8, 2026 @ 11:59 p.m.
<b>Registration re-opens for all continuing degree-seeking students (including Summer B** admits) ††</b>		Monday, July 13, 2026 @ 12:01 a.m.	Sunday, August 9, 2026 @ 11:59 p.m.
<b>Registration ends ††</b>			Sunday, August 9, 2026 @ 11:59 p.m.
<b>New Graduates***</b>		Monday, August 17, 2026 @ 8:00 a.m.	Thursday, August 27, 2026 @ 11:59 p.m.
<b>Transient/Non-Degree Seeking Students †††</b>		Friday, August 21, 2026 @ 8:00 a.m.	Thursday, August 27, 2026 @ 11:59 p.m.

- **Drop/Add Opens: Saturday, August 22, 2026—12:01 a.m. (Including the College of Law)**
- **Drop/Add Closes: Thursday, August 27, 2026—11:59 p.m. (Including the College of Law)**
- **Students registering during the Late Registration period (Monday, August 24, 2026—12:01 a.m. through Thursday, August 27, 2026—11:59 p.m.) incur a \$100 late fee.**
- Please contact the College of Law for any questions regarding fall registration.

# Examination Policies

## Undergraduate Distance Learning Exam Policy

If the instructor of an online class requires a final exam, the instructor shall have the prerogative to set the window during which a final exam is administered provided that the window is within the University's official final exam period. A final exam window must be disclosed in the class syllabus. Rescheduled final examinations are permitted for an undergraduate student when justified by illness, official documented accommodations on record with the Office of Accessibility Services, conflicting examinations, three or more examinations in a twenty-four hour period, or for certain emergencies. It is the student's responsibility to identify if a conflict exists and immediately make arrangements with the instructor to take the exam at an alternate time during the University's official final exam period. If a student has such conflicts, the final exams of the student's non-online classes shall have priority and the time of the online exam will be the first exam subject to adjustment. If such agreement cannot be achieved between the student and the instructor, then the academic deans of the units housing the various classes will consult to achieve agreement.

This explanation is intended only to clarify the existing University exam policy for online classes and all provisions of the University exam policy that do not conflict with what is stated above remain in effect.

## Exam Policies for Spring and Fall Terms

Unless an exam is given during the final examination period, no test may be given during the last week of classes.

The final exam schedule is based on the standard class meeting times for Monday\Wednesday\Friday classes, and Tuesday\Thursday classes.

- **"Block Exam" Classes.** For classes that have a block exam scheduled, all class sections will have the examination on the assigned block exam day and time, regardless of the meeting schedule of the class sections during the term.
- **Regular Scheduled Classes.** The exam period is determined by the start time of the first class meeting during the week. For example, Monday\Wednesday\Friday classes meeting during the first class period (8:00 a.m.) of the standard meeting times will have the exam schedule slot for the Monday, 8:00 a.m. class.
- **Classes Meeting on Only One Weekday.** The exam time is determined by the first standard meeting time that precedes or encompasses the start of the weekly class start time. For example, the exam time for a class that meets every Monday 5:00–8:00 pm. would be based on the standard Monday start time of 4:50 p.m.
- **Classes Meeting Every Day at the Same Hour.** These classes will hold examinations according to the time and day of the first scheduled class meeting of the week. For example, a class meeting

for the first period on Tuesday and for the first and second period on Thursday will hold its examination at the time scheduled for the first period on the Tuesday/Thursday class listing.

Scheduling a final examination or a test in lieu of a final exam at any time other than the regularly scheduled final exam period is a violation of University policy.

## Exam Policy for an Undergraduate Class Utilizing the Assessment Center

Classes that utilize the University Assessment Center for a block exam, or which are otherwise limited to specific days and times because of seating and scheduling constraints, will take precedence in the case of final exam schedule conflicts. It is the student's responsibility to identify such conflicts as early as possible and to notify all instructors in advance so that accommodations may be made.

## Fall and Spring Make-Up Examinations

The possibility of a conflict between final exam times exists, particularly for classes that meet in the evening or only once each week. It is the student's responsibility to identify at the beginning of the term if a conflict exists and make arrangements with the instructor to take the exam at an alternate time during the University's official final exam period. Make-up exams may be scheduled at any time during final exams week, between Monday at 7:00 a.m. and Friday at 5:00 p.m.

## Fall and Spring Exceptions

### —To Examination Policies for an Individual Undergraduate Student

Approval by the Academic Dean of the college in which the class is taught is required for an individual undergraduate student seeking an exception to the examination policy. The student must first receive written permission from the instructor that the instructor is willing to give a rescheduled final exam at a specified time within the exam week. The student must then petition the dean, giving the reason for the requested exception, and supported by the instructor's written permission. The dean will then notify the instructor in writing if the approval is granted.

Rescheduled final examinations are permitted for an undergraduate student when justified by illness, official documented accommodations on record with the Office of Accessibility Services, conflicting examinations, three or more examinations within a 24 hour period, or certain emergencies. Arrangements should be made prior to the scheduled exam. If a student misses the scheduled final examination and does not have approval in advance for a rescheduled exam within the final exam week, it is up to the instructor to decide if a make-up examination will be allowed. No special dean's office permission is required.

In case of conflicting examinations, block examinations take precedence over examinations scheduled by class meeting time and higher enrollment classes take precedence over lower enrollment classes. In the case of conflicts that cannot be otherwise resolved, the class meeting earlier by day and time takes precedence over a class meeting later.

## —To Examination Policies for an Undergraduate Class

No instructor of an undergraduate class may give a final examination at a time other than that which appears on the web site of the Office of the University Registrar unless they are utilizing the University Assessment Center. Instructors who do not utilize the assessment center and need to deviate from the published exam schedule must obtain prior approval from the Undergraduate Policy Committee. Such approval must be requested, in writing, at least three weeks prior to the scheduled final exam. To reschedule a final examination without such approval places the instructor in jeopardy of administrative reprimand by his/her dean and the Vice-President for Academic Affairs.

## Exam Policies for Summer Term

### Scheduling of Summer Term Examinations

During the Summer term, examinations are scheduled by the department offering the class. Please contact the department for more information.

# Fall 2026 Examination Schedule

## Final Examination Week

Monday	Tuesday	Wednesday	Thursday	Friday
Dec. 7	Dec. 8	Dec. 9	Dec. 10	Dec. 11

## Block Examinations

Block examinations are scheduled as shown below rather than by class day and time. Block examinations are listed by course prefix and number.

Exam Date	Time	Courses
Monday	12:30 – 2:30 p.m.	MUT 1111, 1112, 2116, 2117
Monday	3:00 – 5:00 p.m.	STA 2023
Tuesday	12:30 – 2:30 p.m.	AST 1002; PHY 1020, 2048/2048C, 2049/2049C, 2053C, 2054C
Tuesday	3:00 – 5:00 p.m.	BUL 3310; STA 2122
Wednesday	10:00 – 12:00 noon	CHM 1045C, 1046C
Wednesday	3:00 – 5:00 p.m.	ARA, CHI, FRE, GER, HBR, ITA, JPN, POR, RUS, SPN: 1110, 1111, 1120, 1121, 2211, 2220, 2240, 2300; SPN 2160

## Monday/Wednesday/Friday Classes

Standard Class Time		Exam Day	Time
Main Campus	Engineering Campus		
8:00 a.m.	*	Wednesday	7:30 a.m. – 9:30 a.m.
9:20 a.m.	*	Monday	7:30 a.m. – 9:30 a.m.
10:40 a.m.	*	Thursday	10:00 a.m. – 12:00 noon

12:00 noon	*	Tuesday	10:00 a.m. – 12:00 noon
1:20 p.m.	*	Wednesday	12:30 p.m. – 2:30 p.m.
3:05 p.m.	*	Thursday	3:00 p.m. – 5:00 p.m.
4:50 p.m.	*	Monday	5:30 p.m. – 7:30 p.m.
6:35 p.m.	*	Tuesday	8:00 p.m. – 10:00 p.m.
8:20 p.m.	*	Wednesday	8:00 p.m. – 10:00 p.m.

\* Please refer to the College of Engineering (COE) Schedule available in the COE Student Services Office or visit [the FAMU final exams web page](#). In instances of schedule conflict between the main campus and the engineering campus, the main campus schedule will take precedence. The engineering instructor will accommodate/reschedule to resolve the conflict.

## Tuesday/Thursday Classes

Standard Class Time		Exam Day	Time
Main Campus	Engineering Campus		
8:00 a.m.	*	Thursday	7:30 a.m. – 9:30 a.m.
9:45 a.m.	*	Tuesday	7:30 a.m.– 9:30 a.m.
11:35 a.m.	*	Monday	10:00 a.m. – 12:00 noon
1:20 p.m.	*	Thursday	12:30 p.m. – 2:30 p.m.
3:05 p.m.	*	Tuesday	5:30 p.m. – 7:30 p.m.
4:50 p.m.	*	Wednesday	5:30 p.m. – 7:30 p.m.
6:35 p.m.	*	Thursday	5:30 p.m. – 7:30 p.m.
8:20 p.m.	*	Monday	8:00 –10:00 p.m.

\*Please refer to the College of Engineering (COE) Schedule available in the COE Student Services Office or visit [the FAMU final exams web page](#). In instances of schedule conflict between the main campus and the engineering campus, the main campus schedule will take precedence. The engineering instructor will accommodate/reschedule to resolve the conflict.

# Summer/Fall 2026 Registration Information

## University Office Hours

Before visiting, please email or call individual offices for any updates to business hours and availability.

- **Registrar:** Lobby hours and phones staffed until 5:00 p.m., Monday through Friday; [or email the Registrar's Office](#); or dial (850) 644-1050.
- **Financial Aid:** Lobby hours staffed until 5:00 p.m., Monday through Friday, and phones staffed daily until 4:30 p.m.; [email the Office of Financial Aid](#); or dial (850) 644-0539.
- **Office of Student Finance:** Lobby hours staffed until 5:00 p.m., Monday through Friday, and phones staffed daily until 4:00 p.m.; or you can visit the [Student Finances staff directory page](#); or [email the Office of Student Finance](#).
- **Undergraduate Studies:** Lobby hours and phones staffed until 5:00 p.m., Monday through Friday; or you can [email the Office of Undergraduate Studies](#); or dial (850) 644-2451.
- **Health Compliance, University Health Services:** Lobby hours staffed until 5:00 p.m., Monday through Friday, and phones (850) 644-3608 staffed to 5:00 p.m.

## Prior to Registration

- Establish your FSU identity by activating your FSUID and obtaining your FSUCard. Visit the [FSUCard website](#) before preparing for registration. For further details, see the [Student ID, Contact Info, & Records Access](#) page.
- Log into [your student portal](#) to check for any checklists, stops, or holds. Be sure to click through the details of each hold to review the contact information and instructions provided there. Contact your departmental office for any clearances or class authorizations you may need.
- Prior to registration, all undergraduate students are expected to access Stellic to review any remaining degree and major requirements.
- Health compliance requirements are found by going to the [University Health Services website](#). The student's immunization record may be used to show proof of immunizations. Students may also turn in records from their health care provider. Students under the age of 18 must have a parent's or guardian's signature on the student immunization record authorizing care at the Wellness Center before the student can be treated. Health insurance compliance can only be completed online at the [Student Health Insurance and Immunization Requirements page](#). Healthcare Compliance gives step-by-step instructions for completing this requirement.

**Note:** First-time students may be required to register for preparatory math and/or English classes to complete registration.

## Undergraduate Academic Advisement

All degree-seeking students are expected to participate in academic advising before registering for classes each semester. Students should check their FSU email regularly, as that is the main mode of communication advisors use to contact their students.

Students are responsible for meeting prerequisites and co-requisites for each course in which they are enrolled. Students who do not meet course prerequisites and co-requisites may be dropped by the academic department. Students are also responsible for any changes made to their schedule without an advisor's approval through the drop/add process. All permits such as underloads, overloads (see the “*Student Course Load*” section of this chapter), graduate class requests while an undergraduate, DIS, modified credit, and S/U grading should be discussed with an academic advisor. All such permits must then be approved by the student's academic dean. The student is responsible for ensuring that the Office of the University Registrar has copies of these permits on file.

Students may attend and receive credit only for those classes in which they are properly registered. Likewise, students will be held responsible for every class for which they register unless they officially drop the class or cancel registration.

Those students who register during late registration (normally the first four days of classes) will be assessed a \$100.00 late registration fee.

## Health Requirements

### Health-Insurance

All full-time students at Florida State University must show proof of health insurance coverage. Additionally, all non-United States citizens in F or J status, regardless of their credit load, are required to show proof of health insurance as a condition of their admission to the University. You may elect the student health insurance plan or waive the insurance requirement by providing proof of comparable coverage through the student-insurance website at the [Student Health Insurance and Immunization Requirements page](#). When the insurance waiver is successfully completed, it remains in effect for three terms. Students who purchase term-only policies must elect or waive the insurance requirement again when their policy expires.

If no action is taken, the student will automatically be enrolled in the Student Health Insurance Plan and the premium will be added to their student account.

Students in majors with exposure to occupational hazards must maintain health and accident insurance before registering each Fall.

**Note:** The insurance purchase clears the student for the length of the coverage purchased. Insurance can be purchased for the full academic year, Fall-only, or Spring/Summer terms. Spring-only coverage is not available. Summer-only coverage is offered for full-time students taking classes during the summer term.

## Immunization

The State Board of Education requires all entering students born on or after 1/1/1957 to complete Florida State University's Student Immunization Record and show documented proof of immunization against measles, mumps, and rubella (MMR) prior to registration.

College-age individuals living in residence halls, shared apartments, and other group housing are at an increased risk for developing meningococcal meningitis and hepatitis B—serious infections that can have devastating consequences. State of Florida law requires that all University students be informed of the risks of infection. Students currently enrolled must either be vaccinated against meningococcal meningitis and hepatitis B or sign a waiver stating that they have declined to receive the vaccine.

All students are required to show proof of two MMRs, meningococcal meningitis, and hepatitis B vaccinations before they are permitted to register for classes. Information about these vaccinations may be obtained at University Health Services or online at the [Student Health Insurance and Immunization Requirements page](#) under the Immunization Requirements tab.

All students must submit a completed Student Immunization Record to University Health Services before they can register for classes. Students born before 1/1/1957 must complete the form and decline the meningococcal meningitis and hepatitis B vaccines. The form with its specific instructions is available at the [Student Health Insurance and Immunization Requirements page](#). Please call (850) 644-3608 if you need assistance.

## Health Insurance Questions

For questions about health insurance or enrollment in the school-sponsored plan, email the [Health Compliance Office](#), or dial (850) 644-3608.

Questions about specific benefits included in the school-sponsored health insurance should be addressed directly to United HealthCare Student Resources, the University's health insurance carrier, at (800) 767-0700. Billing questions for services rendered at University Health Services should be addressed to the billing office at (850) 644-5453. The plan brochures and summaries of coverage and benefits for the student health plans are posted on the [United HealthCare website](#). The student health plan does not cover participation in intercollegiate athletics. Contact the FSU Athletics department at (850) 645-2700 for more information for insurance for athletes. The student health plan does cover cheerleaders and members of the Golden Girls as sports club members.

Students insured by other carriers should contact their carriers for policy limitations and special requirements.

# The Registration Process

Ensure that you have completed all the items listed under the “Prior to Registration” section above.

## Step 1: Prepare for Registration

- Undergraduate students are expected to use the Stellic application for reviewing their degree progress, course planning, and registration. Contact your advisor if you have any questions about your degree requirements in Stellic. Information on how to use Stellic for registration may be found at [Advising's Register for Classes web page](#).
- Consult the *General Bulletin* or *Graduate Bulletin* to check if a class requires a laboratory or has pre- or co-requisites that you must complete prior to enrolling in the class. **The system does not check for these requirements**; students are responsible for ensuring they have completed all the necessary labs/requisites before enrolling in classes with these requirements.
- Search for alternate classes as well.
- Make sure you have met the immunization- and health-insurance compliance requirements noted above.

## Step 2: Register through the myFSU Portal

- You can use the myFSU portal to register for, drop, or add classes at any time during the enrollment appointment assigned to you. Your enrollment appointment is determined by the number of credit hours you have earned toward graduation. You cannot register after the end date of your assigned enrollment appointment.
- Be prepared to request non-primetime class sections to complete your schedule. Be persistent; the effort you spend during registration will save you a great deal of time and effort during the drop/add period.
- The system does not allow you to register for more than 18 credit hours. Your academic dean can provide overload authorization. Click the “*Registration & Course Load*” tab above for more information.
- The system allows you to register for an underload, but you still must obtain authorization from your academic dean. Remember, if you register for an underload as a domestic student, you may request exemption from the health-insurance requirement from the Health Compliance Office. Students enrolling for at least three credit hours may purchase the student health insurance on a voluntary basis.

## Step 3: Pay Tuition

- Tuition must be paid by the posted deadline on [the Student Finance site](#). Check [your portal page](#) for account status and fee-payment options.

## Registration by Student Categories

### Registration of Non-Degree Seeking Students

All registration by non-degree-seeking students is on a space-available basis. Because of excessive demand for some undergraduate and graduate classes, non-degree-seeking students may be enrolled in such classes only with the permission of the unit.

### Non-Degree-Seeking Student Regulations

The Office of the University Registrar serves as the academic dean for all non-degree-seeking students. Non-degree students include individuals taking high school dual enrollment, auditing classes, approved transient students from another institution, and individuals admitted in one of the non-degree careers. Enrollment in classes on an audit basis will only be considered after the close of drop/add for the term.

Academic rules governing regular students (e.g., fees, drop/add, withdrawal, grading policies) apply to non-degree-seeking students. Effective Fall 2024, non-degree students are limited to a maximum of 30 attempted credit hours. Individuals in structured programs such as select Republic of Panama programs, The Collegiate High School, or select high school dual enrollment programs may exceed this attempted hour limit. All other non-degree students wishing to continue to enroll beyond the 30 attempted hours may petition the Office of the University Registrar for permission to continue enrollment. Individuals with a finding of responsibility for violating the Student Code of Conduct or the Academic Honor Policy may not be eligible to for continued enrollment as a non-degree student, including auditing classes, regardless of the number of attempted hours.

### Registration as a Non-Degree Student

- Non-degree-seeking students may enroll for one credit hour to 16 credit hours in fall and spring terms, or for one credit hour to 15 hours in summer term.
- Non-degree-seeking students may register for any class or classes on an S/U basis.
- Non-degree-seeking students selecting classes for enrichment or other reasons where grades are not essential are advised to register on an S/U basis or on an audit basis.

### Non-Degree Student Retention

Non-degree-seeking students will be held to a GPA retention policy similar to that of degree-seeking students.

- Non-degree-seeking students **without** a baccalaureate degree who have attempted 15 credit hours must achieve and maintain a 2.0 (“C”) cumulative average.
- Non-degree-seeking students **with** a baccalaureate degree who have attempted 12 credit hours must achieve and maintain a 3.0 (“B”) cumulative average.
- Any individual whose GPA falls below the minimum grade point average for their academic career will be dismissed from the university, and registration eligibility will be removed.

Additional restrictions and conditions may apply to students who change from one academic career to another. These restrictions are explained in *FSU 5.079 Non-Degree Seeking Student Regulations*.

Consult the [Academic Careers & Levels](#) section of the General Bulletin for policies relating to non-degree-seeking student status at the graduate level.

## Veterans Priority Registration

Active-military students, student veterans, and military/veteran dependents using federal benefits are eligible for priority registration, which allows these students to register for future-semester class during the first selection window of each class-registration cycle. However, each of these students must first be coded as receiving federal benefits before they are eligible for priority registration and should contact the Student Veterans Center at (850) 644-9562 or [email the Veterans Center](#) to make sure they are properly coded. After registering for their classes, each of these students must submit the university's online Request for Benefits form to have their benefit-certification documents submitted within the required time frame.

## MILITARY SHORT-TERM ABSENCE OR CALL TO ACTIVE DUTY

For policies pertaining to accommodations for short-term absence of call to active duty, please see the “Student Veteran Information” chapter.

## Interinstitutional Transient-Student Registration

This program enables students to take advantage of special resources and/or programs not available at their home institution. An interinstitutional transient student, by mutual agreement of the appropriate academic authorities in both the sponsoring and hosting institution, will receive a waiver of admission requirements of the host institution and a guarantee of acceptance of earned resident credits by the sponsoring institution except in the case of international credits. An official course-by-course evaluation is required for all academic records from non-U.S. institutions. We recommend the evaluation be done by a member of the [National Association of Credential Evaluation Services](#).

Interinstitutional transient students must be recommended by their own academic dean, who will initiate a visiting arrangement with the appropriate dean at the host institution. Students will register at the host institution, paying tuition and/or registration fees established by that institution. The approval of one institution does not bind the other to comply.

Students from other institutions who wish to take courses at Florida State University should submit an approved Interinstitutional Transient Student application to the Office of Admissions by the published deadline. (Consult the “University Calendar” chapter for specific application deadlines.) Students may complete the transient form online at [the Florida Shines website](#).

**Note:** Academic rules governing regular students (e.g., fees, drop/add, withdrawal, grading policies) also apply to transient students. Transient students attending Florida State University are, by definition, classified as non-degree-seeking students.

## Florida Agricultural and Mechanical University–Florida State University Interinstitutional Registration (FAMU–FSU Cooperative Program)

A full-time student at one institution may enroll in one or more courses at the other institution under the following conditions:

- The academic dean of the student's home university must grant permission.
- Courses taken at the host university should be those normally not offered at the student's home university.
- Students taking courses at the host university on a satisfactory/unsatisfactory (S/U) basis will be held to the home institution's policies regarding the total number of courses allowed on S/U basis or in a specific degree or major. Students are encouraged to consult their academic advisor about any limitations prior to registration.
- The student's final grade is directly reported to the student's home university for entering on the student's transcript. Grades, credits, and quality points are treated as home-institution work.
- All tuition and fees are paid to the home institution.
- Students must maintain a minimum 2.0 cumulative Florida State University GPA to be eligible to participate in the co-op program.

To register, see the FAMU–FSU Cooperative Program representative in the Office of the University Registrar. You may also obtain additional information and forms by visiting the [Registrar's Co-op page](#). For engineering requirements, see the “FAMU–FSU College of Engineering” chapter of this General Bulletin.

Before students can register for classes, they must provide proof of immunizations. Immunization compliance requirements are listed at [the University Health Services website](#). If the immunization document being submitted is the FAMU immunization form, two copies of the form are required.

**Note:** Faculty and full-time students at either institution have equal access to the library facilities at both institutions.

### Registration by State Employee Tuition Waiver

Full-time state employees may use the State Employee Tuition Waiver to register for classes at Florida State University on a space-available basis. Registration takes place during the regular registration appointment assigned to each student. FSU accepts only the official State Employee Tuition Waiver Form to process waivers. Individuals using the waiver must be fully admitted degree-seeking or non-degree seeking students. The State Employee Tuition Waiver form is available online at the [Student Finance PDF Application form page](#). Agencies may require additional paperwork or forms that will not be accepted at FSU unless accompanied by the State Employee Tuition Waiver Form. State employees using a tuition waiver must obtain supervisor signatures and academic-department approval on the tuition waiver form and then scan and e-mail the signed and completed document to [FSU's CTL State Employee email](#) by

the tuition payment deadline. State employees using a tuition waiver must complete the registration process and submit the tuition waiver to the Office of Student Finance.

Registration in classes using the state employee tuition waiver is limited to a space-available basis. Individuals using the state tuition waiver must be fully admitted, degree-seeking or non-degree students. Florida State University does not consider the following to be space-available classes: audited classes, approved undergraduate specialized admissions programs, remedial classes; dissertation, thesis, and directed individual study (DIS) classes; internship classes; Center for Academic and Professional Development (CAPD) classes; College of Medicine classes; College of Law classes; other one-to-one instruction classes; and all non-state-funded classes (including some distance learning classes that are funded solely by student tuition and fees). As such, state employee tuition waivers may not be used for these classes. Please contact the academic department to inquire about a class's funding type.

Additional restrictions and deadlines apply. For more information, including the link to download the State Employee Tuition Waiver Form, visit the [Office of the University Registrar's website forms page](#).

## Registration for FSU Employees

Employees of Florida State University intending to take Florida State University classes may do so through the FSU Employee Scholarship program. See the [Office of Student Finance website](#) for details, restrictions, and deadlines.

## Registering for Auditor Seating Privileges

Individuals choosing to audit classes are classified as non-degree-seeking students and are subject to non-degree-seeking student regulations and procedures. Registration requests are considered only after the end of the drop/add period for the term in question. Individuals choosing to audit class should be prepared to pay regular tuition and fees. All regularly enrolled students and persons not enrolled in the University are afforded seating privileges after the end of the drop/add period on a space-available basis with permission of the instructor, presentation and approval of the appropriate form obtained from the Office of the University Registrar, and payment of the prescribed fee for each class. The Office of the University Registrar serves as the academic dean for all non-degree students, including those individuals enrolling in classes on an audit basis. Since no credit is allowed for attendance via auditor seating privilege, formal admission to the University is not required; however, minimal demographic data must be provided as part of the approval and enrollment process. The class(es) taken will not appear on the student's permanent record (transcript).

Students are cautioned not to pre-register for any class they intend to audit. They will have to drop the class(es) from their official schedule and will incur additional financial liability.

**Note:** Standard tuition costs apply. Seating-privilege fee-information for citizens 60 years of age or older can be reviewed by clicking the **Registration for Floridians over 60 Years of Age** tab above.

## *Procedures*

During the first week of classes, obtain the [audit approval form online](#), or you may pick up an audit approval form from the Office of the University Registrar.

1. Fill out the form and obtain both the instructor's approval and clearance from University Health Services.
2. Return the approved form to the Office of the University Registrar for final approval and class registration after the end of the drop/add period. Registration must be completed to attend a class.
3. Pay fees during the fee payment period at *A1500 University Center*. No waivers or deferments may be used by anyone under 60 years of age.
4. Present the form to your instructor at the next class meeting.

**Note:** If you have already registered for the class you wish to audit, you must drop it within the drop/add period before the audit request can be processed. For the policy for audited-class refunds please refer to the [Financial Information](#) section.

## *Registration for Floridians over 60 Years of Age*

All fees are waived for persons sixty years of age or older who are Florida residents and who attend credit classes. Under this tuition-free option, registration is allowed on a space-available, audit-basis only and does not include thesis, dissertation, applied music classes, or other classes requiring individual instruction. No credit will be given, and no permanent record will be maintained. Audit forms are available online or from the Office of the University Registrar. Proof of age and Florida residency must be presented to the Office of the University Registrar to validate audit-waiver eligibility.

## **Enrolling in Classes**

During each academic term, an official registration window is established for all currently enrolled degree-seeking students who expect to enroll for the following term.

- Undergraduate students registering for their first term do so during their orientation.
- Graduate students registering for their first term should consult with the departmental/program advisor prior to registering for classes.

**Please note that by registering, students accept both fee and grade liability.**

Students are advised to organize their materials and plan their schedule before attempting to register online. Class listings for an upcoming term will be available one-to-two weeks prior to the first enrollment appointment for that term. Students must contact the appropriate departmental office for any clearances or authorization needed. Individual instructors should be contacted for courses requiring instructor's permission. It is important to take care of any academic or administrative hold (stop) before attempting to register.

## UNDERGRADUATE Student Course Load

Florida State University regards 14 to 15 credit hours as a normal, full-time course load. Students who carry fewer than 12 credit hours are not considered to be full-time students. Students should also remain aware of the University requirement to complete nine credit hours during summer sessions when calculating their pace to degree completion. A student who maintains below a 12 credit hour course load will not graduate in four academic years unless a total of 24 credit hours are taken during multiple summer sessions over the course of several years. **(See *Required Summer Attendance Policy* below.)**

A course load of more than 18 credit hours or less than 12 credit hours must be approved by the academic dean, and in no case may a student register for or receive credit for more than 21 credit hours. A student on academic probation must enroll for no fewer than 12 credit hours and no more than 15 letter-graded credit hours. Non-degree-seeking students are not required to obtain an underload permit.

International undergraduate students must enroll in at least 12 credit hours during each of the fall and spring semesters to maintain legal immigration status. An international student advisor may authorize a reduced course load in certain circumstances. Students who want to enroll in a reduced course load for a given term must submit a request for authorization to an advisor at the Center for Global Engagement before the end of the drop/add period for that semester. An unauthorized reduction in course load may result in serious immigration consequences. For a complete definition of the full course of study for immigration purposes, and to access the reduced course load information and request forms, please refer to [the Center for Global Engagement's website](#).

**(FOR GRADUATE STUDENTS, the minimum number of hours for a full-time course load is nine credit hours per term and the maximum is 15 credit hours per term.**

\*\*See below for additional policies and information regarding course loads for graduate students.)

### *Course/Credit Modification*

Course credit may be modified downward with the approval of the chair of the department that is offering the course and the appropriate academic dean. No course may be modified upward. Any student wishing to modify credit may obtain the necessary forms in the Office of the University Registrar.

### *Permission for Undergraduate Students to Register for Graduate Courses*

A student of senior standing or an upper-division honors student may carry graduate courses for undergraduate credit provided the student: (1) has earned either an FSU grade point average (GPA) of at least 3.0; (2) carries a course load of no more than 15 credit hours; and (3) has the advance approval of the college dean, the department chair, and the instructor offering the course. Prior to registration, students will be required to present the college and/or departmental approval to the Office of the University Registrar. Staff in the Registrar's Office will complete the registration process for the student.

Students who wish to receive graduate credit for such coursework must obtain approval from the college dean, the department chair, and the instructor offering the course prior to registration for the graduate course. After approval, up to 12 credit hours may be counted toward a graduate degree at Florida State University, provided the course has not been counted toward a previous degree. Undergraduate students

who have been approved to participate in the combined bachelor's/master's pathways may work with their academic advisors to designate up to 12 credit hours as “shared” hours. Shared hours may count toward the undergraduate degree and the approved master's degree. Students must coordinate with an academic advisor to have their records updated to reflect approval to participate in a combined degree pathway.

## GRADUATE Student Course Load

Recipients of stipends from the University, whether holders of fellowships or assistantships, must be full-time students as defined below. The University reserves the right to determine full-time status based on course and/or research load and stage of degree completion.

Graduate assistantship holders of appointments that combine to a quarter-time or greater than nine credit hours per term is defined as a full-time load for those university policies that require a student to be considered full-time. Academic deans or designees may grant exceptions to this policy for teaching assistants in those departments that conform to national course load policies in their disciplines.

For graduate students receiving a university or externally funded fellowship as defined by the Office for Graduate Fellowships and Awards, nine credit hours per term constitute a full-time load.

A graduate student may not carry more than 15 credit hours without obtaining permission. A heavier load may be permitted by the student's academic dean or designee. Graduate credit hours outside of formal coursework (such as thesis or dissertation credit hours, directed individual study (DIS) credit hours, and hours spent in supervised research and/or teaching) are included in student-load calculation.

Students who wish to register for fewer than nine credit hours per term must initiate the request, have it approved by the student's faculty advisor, and it may require written approval from their academic dean or designee prior to registration. Guidelines for dean's level approval vary by college and are available at respective Dean's Offices. An approved Tuition Underload Form may be needed, when applicable.

Enrollment designation of full-time or half-time is a key element in determining eligibility for Financial Aid awards. Financial Aid eligibility is determined by the requirements set forth by the type of loan, scholarship, grant, fellowship, etc. and may require a student to enroll in more than nine hours to meet the eligibility requirement for full-time enrollment. For financial aid purposes, graduate students at FSU must be enrolled for a minimum of six credit hours each semester to be eligible for financial aid.

### *Standard Graduate Full-Time Load and Underload Definitions*

The standard full-time load for graduate students for certification purposes is nine credit hours per term unless otherwise noted.

Some departments may permit students to register for less than full-time enrollment, also called an underload. This part-time underload registration may consist of individualized graduate credit hours and must be initiated by the student, approved by the student's faculty advisor, and may require approval by the academic dean or designee. Guidelines for dean's level approval by college and are available at respective Dean's Offices. An approved Tuition Underload Form may be needed, when applicable.

**FOR GRADUATE STUDENTS**, the minimum number of hours allowed is 9 credit hours per term and the maximum is 15 credit hours per term. See the Graduate Bulletin for policies regarding course loads for graduate students.

## Drop/Add and Changes of Schedule

During the first four days of the term, students can add or drop individual classes, or they may change one class section for another. Students are financially liable for all courses appearing on their schedule after the fourth day of classes. To add courses after the first four days of classes may require the academic dean's approval. Classes dropped during this period do not appear on the student's transcript. Individual courses may be dropped through the seventh week of classes except for mandated college preparatory courses, freshman composition, and courses involved in allegations of academic dishonesty; however, tuition charges remain.

**Approval by the student's academic dean is required to:**

	<b>UNDERGRADUATE</b>	<b>GRADUATE</b>
<b>REDUCE</b>	an academic load below <b>12</b> credit hours	an academic load below <b>9</b> credit hours
<b>INCREASE</b>	an academic load above <b>18</b> credit hours (to a maximum of <b>21</b> credit hours)	an academic load above <b>15</b> credit hours (to a maximum of <b>21</b> credit hours)

Dean's approval for an overload or underload must be submitted to the Office of the University Registrar. If the student is appointed as a graduate assistant or is supported on a fellowship, an underload request form must be completed and submitted to the Dean of the Graduate School for approval.

**ONLY UNDERGRADUATE STUDENTS** may drop a cumulative maximum of two courses **between the eighth and twelfth weeks of classes during the semesters in which the student has earned fewer than 60 hours of college credit**; tuition charges will remain. A student may only drop one course after earning 60 hours of college credit and until graduation; tuition charges remain. In addition to courses involved in allegations of academic dishonesty, other courses may be designated by the dean as not subject to this "late drop" provision. Courses dropped during this period appear on the student's transcript with the notation "W." See the Academic Calendar section of the *Registration Guide* for semester-specific deadlines.

## Seventh Week Deadline & Drops

### *Undergraduate Students*

Except in cases where a student is petitioning to use one of the three drops allowed under the policy noted above under "Undergraduate Students Only," any course-drop petition after the seventh week of classes (with dates prorated for individual summer sessions), will be considered only in documented exceptional circumstances that are beyond the student's control as determined by the student's

academic dean. Course drops approved by the academic deans appear on the student's transcript with the notation "WD." Academic deans exercise their administrative and academic judgment in making final determinations about drop eligibility. **Class drops are never approved when there are unresolved allegations of academic dishonesty in a course or when a course grade reflects an Academic Honor Policy penalty.**

Students who register for courses but who do not attend the classes receive a grade of "F" if the courses are not officially dropped. Students changing from a previous *Bulletin* year should consult their academic dean regarding limitations concerning the policy described above.

**Note:** Students who have a bachelor's degree and return for a second bachelor's degree may petition for a late drop within the same semester timelines as noted above.

### *Graduate Students*

After the seventh week of classes, courses may be dropped only in exceptional circumstances. Approval is required by the advisor and the academic dean. Such courses will appear on the student's transcript with the notation "WD." Students who register for courses but who do not attend the classes will receive grades of "F" if the courses are not officially dropped. Students changing from a previous *Bulletin* year should consult their academic dean regarding limitations concerning the policy described above.

## **FORGIVENESS POLICY**

Effective Fall 2004, Florida State University discontinued the "forgiveness policy" for all students.

## **Attendance and Enrollment Policies**

### *General Class Attendance*

All students are expected to abide by the class attendance policy set forth by the instructor in each class in accordance with the *Faculty Handbook*. When possible, students also must provide advance notice of absences, as well as relevant documentation regarding absences, to the instructor as soon as possible following the illness or event that led to the absence. Any arrangement to make up work because of class absence is the responsibility of the student. The instructor, who will explain the evaluation (grading) statement at the beginning of the term, determines the effect of absences upon grades.

Students must attend the section of the course for which they are registered. No instructor has the authority to permit a student to shift from one section of the course to another without following official drop/add procedures. No student may drop a course after the seventh week of classes without the permission of his or her academic dean.

Until a student is officially enrolled in a course, they are not permitted to attend class, submit assignments, or take tests. Exceptions are limited to students auditing the course or making up work for a prior incomplete grade in the course. Students who are not officially registered for a course or do not appear on the course roster after the end of the second week of the term should be referred to the appropriate office for approval to continue attending class. That may be the Office of Financial Aid,

Student Finance, the Office of the University Registrar, the Office of Admissions, etc. Students may contact the Office of the University Registrar if they are unsure of which office they need to contact for documentation.

University Health Services will issue “Provider Visit Verifications” to students if requested. Such verification may include, at the discretion of the medical provider (Physician, PA, APRN, LCSW, or Physical Therapist), recommendations about bed rest, restricted activity, and follow-ups. Students who need notes for class excuses will be unable to obtain them from University Health Services if they have not been seen by a provider at UHS. Ultimately, the authority for deciding whether the student is excused for medical reasons rests with the instructor.

Within the University there are several categories of students that are expected to exhibit behavior that conforms to the group to which they belong. These units include, but are not limited to: ROTC cadets, academic honor societies, veterans, athletes, medicine, and nursing majors. Membership within these units implies that the student agrees to fulfill the obligations of the organization.

### Required First Class Meeting Attendance Policy

Attendance at the first class meeting is mandatory unless properly excused by the class's instructor. University-wide policy requires all students to attend the first class meeting of all classes for which they are registered. Students who do not attend the first class meeting of a class for which they are registered will be dropped from the class by the academic department that offers the class. This policy applies to all levels of classes and to all campuses and study centers. This policy does not apply to any class added after its first official meeting. It remains the student's responsibility to verify class drops and check that fees are adjusted.

**Note:** Students who have received some or all their financial aid prior to the end of the drop/add period for a term may be subject to repayment of financial aid if there is a change in their financial aid eligibility. Examples of this may include, but are not limited to, reduction of class load below required levels, cancellation of schedule, failure to meet satisfactory academic progress requirements, and other conditions required to maintain financial aid eligibility.

### Required Summer Attendance Policy for Undergraduate Students

All students entering a state university with fewer than 60-credit hours must earn at least nine-credit hours prior to graduation by attending one or more Summer terms at one of the state universities. The University President may waive application of this rule in cases of unusual hardship to the student. Students initiate appeal through their academic dean to the Vice President for Faculty Development and Advancement (Board of Governors Rule 6C-6.016). Waiver-appeals may be initiated electronically when the student reaches 80-credit hours or more.

## Continuous Enrollment

### Undergraduate Students

Continuous enrollment at Florida State University is defined as enrollment without an interruption lasting **three** or more consecutive terms (including summer term). Credits earned at other institutions during any term while not registered at Florida State University will not constitute continuous enrollment at the University. Undergraduates and both types of non-degree-seeking students, excluding transient and high school dual enrollment students, who are not enrolled at the University for three or more consecutive terms (or consecutive term and summer term) must apply for readmission before resuming their studies.

For example, a student who enrolls in fall term may choose; not to enroll in subsequent spring and summer terms and return to take class in the following fall term without having to go through readmission. However, should this student choose to remain out of school for the spring, summer, and fall terms, readmission will be required prior to being allowed to enroll in any additional terms.

Any break in continuous enrollment requiring readmission or reinstatement may cause the student to be subject to legislative Excess Credit policies and fees. [For more information on Excess Credit fees, refer to the “Financial Information” section of the General Bulletin.](#)

### READMISSION

Please refer to the Undergraduate Admissions section of the *General Bulletin* [for readmission policies for returning students who have not been dismissed.](#)

### Graduate Students

Continuous enrollment at Florida State University is defined as enrollment without an interruption of **two** or more consecutive semesters (including summer term). Credits earned at other institutions during any semester while not registered at Florida State University will not constitute continuous enrollment at the University. Graduate, law, and medical students who are not enrolled at the University for two or more consecutive semesters (or consecutive semester and summer term), and who are not on approved leave of absence, must apply for readmission before resuming their studies.

## Cancellation of Schedule

### Student Cancellation of Schedule

To cancel scheduled class enrollment, a student can drop all classes during the first four days (the drop/add period) of any term, or in the case of summer term, any session, through the online student portal. Alternately, students can submit a written request to the Office of the University Registrar (*Office of the University Registrar, Florida State University, Room A3900 UCA, 282 Champions Way, P.O. Box 3062480, Tallahassee, FL 32306-2480*) or to Withdrawal Services. Notification may also be sent from the student's official e-mail account to Office of the University Registrar at [registrar@fsu.edu](mailto:registrar@fsu.edu). Students who cancel their registration during the official drop/add period are not fee-liable for tuition; if tuition has been paid, such students should request a full refund of fees.

**Undergraduate and non-degree-seeking students** who cancel their registration and are not enrolled for the following two terms (non-enrollment for **three** consecutive terms) must apply for readmission.

**Graduate students** who cancel their registration and are not enrolled for the following term (non-enrollment for **two** consecutive terms) must apply for readmission.

Beyond the fourth day of classes, a student cannot voluntarily cancel registration but must apply for withdrawal from the University. Students who must drop all classes after the official drop/add period should contact Withdrawal Services, *A4300 University Center Tallahassee, FL 32306; (850) 644-1741*. Panama City students should contact Student Affairs, *Barron Building, Panama City, FL 32405; (850) 770-2172*.

International students who wish to cancel their registration or withdraw from the term must request and receive prior authorization from a Center for Global Engagement advisor.

**Note:** Students who have received some or all financial aid prior to the end of a term's drop/add period may be subject to repayment of financial aid if there is a change in their financial aid eligibility. Examples of this may include, but are not limited to, reduction of course load below required levels, cancellation of schedule, failure to meet satisfactory academic progress requirements, and other conditions required to maintain financial aid eligibility.

## Registrar Cancellation of Schedule

Students allowed to register in error are cancelled by the Office of the University Registrar.

Students who are dropped or deleted from their last or only course by an academic department because of nonattendance on the first day of class are cancelled by the Office of the University Registrar. This cancellation is without liability for tuition. For this policy, the cancellation term is considered a non-enrolled term for the student.

**Undergraduate and non-degree-seeking students.** Students who have not been enrolled for three consecutive terms must apply for readmission. The term in which a schedule is cancelled is considered a term of non-enrollment.

**Graduate, law, and medical students.** Students who have not been enrolled for two consecutive terms must apply for readmission. The term in which a schedule is cancelled is considered a term of non-enrollment.

**Note:** Students who have received some or all their financial aid prior to the end of drop/add for a term, may be subject to repayment of financial aid if there is a change in their financial aid eligibility. Examples of this may include, but are not limited to, reduction of course load below required levels, cancellation of schedule, failure to meet satisfactory academic progress requirements, and other conditions required to maintain financial aid eligibility.

## Cancellation of Student Schedules for Non-Payment of Tuition and Fees

In accordance with Florida State University Regulation 5.081 *Tuition, Fees, Payment*, students who do not pay tuition and fees or make arrangements to pay tuition and fees by the end of the established fee payment deadline may have their schedules cancelled and academic progress discontinued for the term. Student's whose schedules have been cancelled may not attend class or receive grades. Students will be notified using their FSU e-mail account concerning outstanding tuition delinquencies and given an opportunity to pay tuition and fees or arrange for tuition and fee payment with the Office of Student Finance prior to cancellation.

## Reinstatement of Student Schedules Cancelled for Non-Payment of Tuition and Fees

Students whose schedules are cancelled for non-payment of tuition and fees may submit a written appeal to the University Registrar for reinstatement and continuation of academic progress for the term. A written appeal must be submitted to the University Registrar no later than the end of the seventh week of classes as identified in the University Academic Calendar (consult the *Registration Guide* for term deadlines). Prior to a student's appeal being approved, the Office of Student Finance must verify that payment for the current term has been received or that appropriate arrangements have been made for tuition and fee payment. Students whose schedules are reinstated are subject to a \$100.00 late-registration fee and a \$100.00 late-payment fee. Check or credit card payments that are returned or refused will negate any tuition payment agreement for the reinstatement of a student's schedule. The University reserves the right to deny reinstatement when a demonstrated pattern of tuition delinquency over two or more terms has occurred.

**Note:** The appeal must be submitted by the seventh-week deadline for the term that was cancelled. Appeals received during the next term for a prior term's cancellation will be deemed to have missed the deadline and may not be considered.

## Cancellation of Student Health Insurance

Cancellation of a student's full class schedule does not trigger the termination of the insurance policy or the premium. The student must [contact the Health Compliance Office of University Health Services via e-mail](#) to advise of the cancellation of schedule and request termination of the insurance. If the student has attended the first 31 calendar days of classes for the term for which coverage was purchased, the student has met the eligibility requirement to retain the coverage through the termination date and the cost of the insurance premium must be paid. Students leaving the University to enter the military may receive a prorated premium refund. The student must [contact the Health Compliance Office of University Health Services via e-mail](#).

## Withdrawal from the University

All students who wish to leave the University during a term must formally withdraw from any classes that remain on their schedule after the end of the drop/add period. Dropping all classes does not constitute formal withdrawal. Students who do not attend classes and fail to withdraw will be assigned a grade of "F" for each class.

A withdrawal cannot be automatically approved; the student must make a formal withdrawal request. Withdrawals are initiated in the withdrawal services section of the Department of Student Support and Transitions located in the University Center. The statement “Withdrew from the University” will appear on the transcripts of students who properly withdraw. Under documented exceptional circumstances beyond the student’s control, as determined by the appropriate academic dean, a student withdrawing from the University may receive “WD” grades in all classes taken that term. Students who petition for a withdrawal under medical or mental health reasons will have a transcript notation of “WD” grades for all classes taken that term. These grading policies also apply to classes taken on a S/U basis.

Panama City students should contact Student Affairs, Barron Building, Panama City, FL 32405; (850) 770-2172.

**Note:** Withdrawals requested after the seventh week of the term (see the academic calendar of the specific term for dates) are grade-liable and will appear on the transcript for all classes. Students are encouraged to discuss their individual circumstances with their academic dean.

Students who cancel their enrollment during the drop/add period are not held liable for tuition and registration fees. Those who have paid are eligible for a full refund. Students who withdraw after the drop/add period, but prior to the end of the fourth week of classes, are eligible for a twenty-five percent refund of tuition and registration fees, less the building and capital improvement fees; this deadline is adjusted for shorter summer-term sessions. Students who withdraw after this deadline are fully liable for fees and are not eligible for a refund except as provided in policies set forth by the State Board of Education and Florida State University.

Students who receive Title IV funds and who decide to cancel their schedule during the drop/add period, or those who withdraw from the University, may be required to repay some or all funds received.

A student wishing to reenter the University in any of the following three terms after withdrawal must have the approval of their academic dean on the ‘Application for Withdrawal and Reentry’ form. Degree-seeking students wishing to reenter the University after three terms (including summer) must apply for readmission to the Office of Admissions; non-degree seeking students must complete the original application process. Formal application must be made to the Office of Admissions by the published deadline. Students who left the University on dismissal must resolve the dismissal and be reinstated by the academic dean before any decision can be made on the readmission application.

International students who wish to withdraw must request and receive prior authorization from a Center for Global Engagement advisor, and submit the SEVIS Update Form. See [the the Center for Global Engagement's website](#) for additional information.

Student-athletes who wish to withdraw must receive prior authorization from Student-Athlete Academic Support.

Student-veterans who wish to withdraw should speak with a staff member at FSU’s Student Veterans Center by calling (850) 644-9562, faxing (850) 645-9868, emailing [the Veterans Center](#), or coming to the

campus office located at A4300 University Center. Additional information for Veterans can be found by visiting <https://veterans.fsu.edu>.

Students who have elected to purchase student health insurance must [notify the Health Compliance Office of University Health Services via e-mail](#) in writing of their withdrawal from the University. Students withdrawing before the 31st calendar day of the term for which insurance was purchased will receive a full premium refund less any claims paid. Students withdrawing after the 31st calendar day of the term for which insurance was purchased can only request cancellation of the insurance if they are leaving the University to join the military. Otherwise, they have met the attendance requirement to keep the coverage and the charges on their account will be due as posted at Student Business Services.

For all other questions, contact Withdrawal Services at (850) 644-1741.

## Grade Reports

Term grades are reported via the [myFSU portal](#) through the My Courses portlet. Grade changes processed after the initial grade posting will not display and may be viewed on the unofficial transcript.

## Graduation

To remind and prompt students to initiate their required graduation check, staff in the Registrar's Office will place a hold on student accounts that either 1) total 90 credit hours between a combination of earned and currently-in-progress coursework, OR 2) show the student is two terms away from their planned graduation date. This hold is removed after the student follows up with their college(s).

Application for graduation must be made by the published deadline; students can apply online through the myFSU portal. Students who graduate in Fall 2025 must apply for and be readmitted to register for Spring 2026 or any subsequent term. Likewise, students who graduate in Spring 2026 must apply for and be readmitted to register for Summer 2026 or any subsequent term.

## Types of FSU Identification and Contact Information

### The Florida State University EMPLID

To better protect the identity of individuals within our campus community, Florida State University creates a unique nine-digit number identifier for each student and employee called the EMPLID. You can find your EMPLID by logging in to [the student portal page](#). It is displayed in **My Info**.

### The FSUCard

#### ***The FSUCard Is . . .***

- Is your license for campus life
- Is your official and primary form of University identification
- Grants access to University buildings and facilities

- Provides access to campus buses and other transportation services
- Allows access to campus recreation facilities, the Testing Center, and other campus and athletic events
- Should be kept safe with you at all times - don't share your FSUCard information with others.

## Fees and Replacement

- Initial Card: free
- Replacements: \$15.00 for lost or damaged cards
- Fall and Spring Semester fee: \$5.00

## FSUCash

Your FSUCard includes an FSUCash account—a convenient payment system for on-campus locations and services, such as Seminole Dining locations, the FSU Store / Seminole Sports Shop / Bill's Bookstore, The UPS Store, Testing Center (accepting only FSUCash ), residence hall laundry, and copy/print services.

FSUCash balances carry over between terms and years.

**NOTE:** After 12 months of inactivity, monthly deductions apply. Make at least one purchase or deposit annually to avoid these charges. Refunds are available upon request.

### *Your FSUCard Is Your Library Card*

You must have your FSUCard to enter and exit campus libraries, so make sure to always keep it handy. From borrowing books and equipment to reserving study rooms, your FSUCard does everything a regular library card does, and more. For more information, visit [the Library's website](#).

### *Contact Us!*

For more information, please visit <https://fsucard.fsu.edu>, email [fsucard@fsu.edu](mailto:fsucard@fsu.edu), or call (850) 644-7777. You may also visit the FSUCard Center 8:00 a.m. to 5:00 p.m., Monday through Friday, located at 104 N. Woodward Avenue.

## Official Email Accounts for All Students at Florida State University

The official method of communication at Florida State University is your FSU email account. To stay informed and aware, you are required to set up and maintain your account and check it regularly. If you choose to have your FSU official account forwarded to another email account, you are still held responsible for all information distributed by the University to your FSU account.

Florida State University's Information Technology Services offers a suite of email and online collaboration services for students, which includes:

- Cloud-based mailbox
- Digital calendar and contacts

- Mobile access to FSU email via Outlook app
- Integration with Microsoft 365 applications, including Word, Excel, PowerPoint and OneNote
- Access to Microsoft 365 services, including OneDrive, SharePoint and Teams

For more information, visit [the Information Technology Services webpage on FSU email](#).

Questions regarding FSU email accounts can be answered by contacting the ITS Service Desk at (850) 644-4357 or [visiting the Information Technology Services help page](#).

## Community Service

### The Center for Leadership and Service

The Center for Leadership & Service transforms lives through leadership education, community service, and self-exploration, helping students develop skills and knowledge to become more effective leaders and engage responsibly with communities. The center offers more than 20 programs that foster opportunities to create positive, sustainable change on campus, in local communities, and around the world. Opportunities range from speakers and workshops to intensive, multi-day leadership training and from one-time local service trips with EngageTLH to global summers of service through the Moellership Program.

Students are welcome to schedule a meeting with a staff member to learn more about programs and opportunities by visiting the center's office on the first floor of the Dunlap Student Success Center or [the "Get Involved" section of its website](#). The center also offers the ServScript Program, which allows Florida State University students to enhance their official academic transcript by documenting their service hours.

For more information, contact the Center for Leadership & Service, Division of Student Affairs, Dunlap Student Success Center, 100 S. Woodward Avenue, Tallahassee, FL 32306; (850) 644-3342; Fax: (850) 644-3362; or [the Center for Leadership & Service's website](#).

### ServScript Program

The Center for Leadership & Service offers the ServScript Program to formally recognize students' demonstrated commitment to community service. This commitment is documented through the description of students' community service hours on their official FSU academic transcript. Transcripts are student records of scholarly achievement; as such, the ServScript Program has created guidelines to clarify and recognize community service of consistent quality. To qualify, service hours cannot be court ordered or sanctioned, must be unpaid, and must benefit or contribute to the solution of a community need.

To participate in the ServScript Program, students must log their service hours through the myFSU portal. Service hours are only accepted for the current term and must be entered online by the deadline, which is the last day of the term. You can go online for [detailed submission guidelines and additional information about the ServScript program](#).

## Summer/Fall 2026 General Financial Information

### Cooperative Education Fees

Students enrolled in a cooperative education course with zero term hours will be charged for one term hour of Florida Resident undergraduate work, unless also enrolled in other credit courses at Florida State University during the same academic term.

### Graduate Examination Fees

Students registering for zero credit hours for master's comprehensive examination, master's thesis defense, or dissertation defense, will be charged for one Florida Resident graduate credit hour, unless also enrolled in other credit courses at Florida State University during the same academic term.

### Graduate Zero Credit-Hour Course Fees

Students registered for zero-credit-hour, graduate-level courses and additional courses will not be charged for the zero-credit-hour course. When registering for a zero-credit-hour course only, the student will be charged for one credit hour at the Florida Resident tuition rate of the course level.

### Repeat Course Surcharge

*Section 1009.285, Florida Statutes*, mandates that each student attempting the same non-repeatable undergraduate course more than twice shall be assessed an additional per-credit-hour surcharge beginning with the third attempt. Attempted hours include those hours dropped or withdrawn that are fee liable. Undergraduate level courses are numbered 1000 to 4000.

Effective Fall term 2023, the repeat course surcharge is \$248.52 per credit hour.

For a list of exceptions to this policy, please consult the "Financial Information" chapter of the *General Bulletin*.

### Excess Credit Hour Surcharge

*Section 1009.286, Florida Statutes*, mandates that each student shall be assessed an additional per-credit-hour charge for each hour in excess of the total number of credit hours required to complete the baccalaureate degree. This law is in effect for students who began college at any institution during the Fall 2009 term or later. For more information, visit [FSU's Excess Credit Hour webpage](#).

## Fee Payment

### Regulations

Students who enroll must pay fees and tuition in full by the tuition and fees payment deadline. Students who fail to pay tuition in full by the fee payment deadline will be assessed a late payment fee of \$100.00 and may have their schedule cancelled. All waivers, vouchers, Intern Participation Certificates, agency billings, and departmental student payments for all students, including those receiving financial aid, must be submitted no later than the fifth day of the term or session. You may pay by credit cards,

international wire, and e-checks (online only) at <http://fees.fsu.edu>. Cards accepted online include American Express, Discover, MasterCard, and Visa. There is a 2.75% non-refundable scaling fee to cover the cost of providing this online payment service. Classes added after the drop/add deadline must be paid for within five calendar days.

The basic Florida Prepaid College Program does not pay the full amount of tuition owed to the University, nor do Intern Participation Certificates. Students must pay the remaining balance due by the posted tuition payment deadline.

You may obtain financial status information on the Web at [the FSU student portal page](#) (from the myFSU Portal click Student Central, My Bill).

## Paying Your Tuition and Other Fees

- You may pay online at [FSU's online payment site](#) or via [the FSU student portal page](#) (from the myFSU Portal click Student Central, My Bill, Make a Payment).
- Student parking permits are issued online at [FSU's Transportation website](#).
- Students who fail to register for classes before the first day of class will be assessed a \$100.00 late registration fee. Students may be assessed a \$100.00 fee for late payment for tuition that is not paid by the payment deadline.

## Internet Payments Seven Days a Week

Florida State University accepts credit cards online only. Make your online payment at <http://fees.fsu.edu>. The following payment types may be used online: E-checks, American Express, Discover, MasterCard, Visa.

There is a 2.75% non-refundable scaling fee for credit card transactions. Online transactions using an e-check will not be assessed a service fee. Returned payments will be assessed the same fees as paper checks.

## Late Registration & Fee Payment Waivers

Requests for waiver of the \$100.00 Late Registration and/or Late Payment Fee may be submitted online to the Office of Student Finance by visiting the [Office of Student Finance's forms page](#) and submitting the appropriate late fee appeal form after payment of past due fees.

Waivers may be granted in situations involving administrative error or unusual circumstances beyond the control of the student. Students will be required to present written documentation of the circumstances involved.

**Note:** Lack of awareness of the deadlines or lack of funds are not valid reasons to waive the late payment fee or late registration fee.

## Refund of Fees

Students who drop a course without fee liability after their tuition and fees are paid, due to documented extenuating circumstance or administrative error, may be eligible for a tuition refund. Any outstanding charges owed to the University will be deducted, and the balance will be issued as a refund. Refunds requested during the fiscal year close-out, during the last two weeks of June, will not be processed until the first week of July. The refund will be processed as a credit to the student's bank account for currently enrolled students. However, payments made by credit card will be refunded to the credit card.

Students who withdraw after the fourth day of the term, but prior to the end of the fourth week of the term (or for Summer sessions, by the first twenty-five percent of the term) are eligible for a twenty-five percent refund of tuition and fees. After this period, students who withdraw are held fully liable for fees. Students who withdraw and have received federal financial aid (Title IV programs) or state aid may be required to repay to the aid source the amount of unearned financial-aid funds disbursed to them as of their withdrawal date as described in the section below on "Withdrawals and Return of Financial Aid." In the case where a withdrawal petition is approved, a refund can be provided only if the refund withdrawal request is submitted within six months after the end of the term in which the withdrawal occurred.

**NOTE:** The following fees are non-refundable: web payment credit-card processing fees, admission deposit, admission application fee, FSUCard, and other fees as specified by certain schools or departments.

# Summer 2026 Fee Rates

**NOTE:** For current tuition rates, please refer to the [Student Finance website](#).

## Summer 2026 Materials and Supplies Fees by Course

### Main Campus

<b>Advanced Science Diving Program</b>	
<b>CJE</b> 4764L, 5768L	\$67.00
<b>CJE</b> 3652L	\$91.05
<b>ISC</b> 3062L, 5060L	\$131.63
<b>ISC</b> 3063L, 5061L	\$134.64
<b>Art</b>	
<b>ART</b> 1201C, 1203, 1300C, 1602C, 2204C, 2205C, 2301C, 3380C; <b>PGY</b> 2100C	\$35.00
<b>ART</b> 2330C, 2400C, 2500C, 2607, 2701C, 2752C, 3173C, 3219C, 3333C, 3389C, 3433C, 3442C, 3443C, 3471C, 3522, 3542C, 3560, 3561, 3567C, 3590, 3710C, 3764C, 4122C, 4123C, 4520, 4642C, 4662C, 4686C, 4762, 4766C, 4767C, 4921C, 4922C, 4925C, 4928C, 4929C; <b>PGY</b> 2941C	\$50.00
<b>Art Education</b>	
<b>ARE</b> 5382, 5554, 5745	\$15.00
<b>ARE</b> 5460, 5557, 5641	\$20.00
<b>ARE</b> 5047, 5930	\$25.00
<b>ARE</b> 5046, 5256, 5358, 5551, 5552	\$40.00
<b>Biological Science</b>	
<b>BOT</b> 3015L, 3143C, 4503L; <b>BSC</b> 1005L, 2010L, 2011L, 2085L, 3402L; <b>MCB</b> 2004L, 4403L; <b>PCB</b> 3043L, 4022C, 4024L, 4233L, 4253L; <b>ZOO</b> 3141L, 3713C, 4343C, 4353C, 4753C	\$19.00

<b>BSC 4473C, 5476C</b>	\$1350.00
<b>Chemistry and Biochemistry</b>	
<b>BCH 3023L, 4053L; CHM 1045L, 1046L, 2211L, 3120L, 4130L, 4410L, 4411L, 4610L, 4714</b>	\$35.00
<b>Communication Disorders</b>	
<b>SPA 5305L, 5505, 5526L, 5528L, 5941, 5942</b>	\$25.00
<b>Dedman College of Hospitality</b>	
<b>HFT 4471</b>	\$8.00
<b>HFT 4802</b>	\$50.00
<b>HFT 4064</b>	\$62.00
<b>HFT 4866</b>	\$67.00
<b>Educational Psychology and Learning Systems</b>	
<b>MHS 6805</b>	\$6.75
<b>SPS 5192</b>	\$14.00
<b>SDS 3340</b>	\$15.00
<b>RCS 5250</b>	\$20.00
<b>MHS 5225</b>	\$22.00
<b>MHS 5340</b>	\$23.00
<b>SPS 5191</b>	\$26.00
<b>MHS 6220</b>	\$46.00
<b>Finance</b>	
<b>FIN 4424, 4504</b>	\$40.00
<b>Interior Architecture &amp; Design</b>	

<b>IND</b> 2300, 3474, 3529, 3533, 4218C, 4242C, 4243C, 4245, 5232C, 5246C, 5281C, 5282C, 5316R, 5327, 5476, 5487, 5528	\$15.00
<b>IND</b> 3217C	\$20.00
<b>IND</b> 1203, 1204, 3470	\$30.00
<b>IND</b> 3480, 5428	\$50.00
<b>IND</b> 5208	\$60.00
<b>IND</b> 3440C	\$75.00
<b>IND</b> 5445	\$100.00
<b>Jim Moran College of Entrepreneurship</b>	
<b>CTE</b> 4443, 5444	\$50.48
<b>CTE</b> 3416, 5815	\$73.43
<b>Nursing</b>	
<b>NUR</b> 3026L, 3056L, 3065L, 3225L, 4555L, 4766L, 6004L, 6210L	\$61.00
<b>Nutrition, Food, and Exercise Sciences</b>	
<b>APK</b> 5139L; <b>PET</b> 4551	\$4.00
<b>APK</b> 3110C; <b>PET</b> 3323C	\$5.00
<b>PET</b> 3322L	\$9.00
<b>Psychology</b>	
<b>EXP</b> 3422C	\$29.00
<b>Public Safety and Security</b>	
<b>CJE</b> 4655L	\$8.00
<b>CJE</b> 4638L	\$25.00
<b>CJE</b> 4241L	\$49.00
<b>CJE</b> 4135L	\$63.00

<b>Sport Management</b>	
<b>PEM 1131</b>	\$4.00
<b>PEL 1321, 1341, 1511, 1621, 1646; PEM 1121</b>	\$5.00
<b>PEM 1461, 1462</b>	\$11.00
<b>PEM 1001</b>	\$24.00
<b>PEL 1111, 1121</b>	\$110.00

### Panama City Campus

<b>Advanced Science Diving Program</b>	
<b>CJE 4764L, 5768L</b>	\$67.00
<b>CJE 3652L</b>	\$91.00
<b>ISC 3062L, 5060L</b>	\$131.63
<b>ISC 3063L, 5061L</b>	\$134.64
<b>Public Safety and Security</b>	
<b>CJE 4655L</b>	\$8.00
<b>CJE 4638L</b>	\$25.00
<b>CJE 4241L</b>	\$49.00
<b>CJE 4135L</b>	\$63.00

### Materials and Supplies Fees by Academic Level (Cohort)

<b>College of Medicine</b>	
Medical Professional, Year 1 (M1)	\$613.75
Medical Professional, Year 3 (M3)	\$286.00
Medical Professional, Year 4 (M4)	\$46.50
Physician Assistant, Year 1 (PA1)	\$578.50

Physician Assistant, Year 2 (PA2)	\$288.00
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### Facilities and Equipment Fees

Florida State University assesses fees for temporary use of equipment that is essential to the core curriculum of select classes and majors. These fees are assessed by major or class enrollment, as described below, regardless of whether students elect to use this equipment.

Payments can be made at the Office of Student Finance, A1500 University Center. Payment is due concurrent with tuition and fees for each term. Full or partial refunds may be granted pursuant to the University’s tuition and refund policy.

Fees will be placed in an auxiliary account for the purchase, repair, and maintenance of the equipment. Students will be responsible for the damage or loss of equipment. The college will assess the student for damage and loss charges and will submit the charges to the Office of Student Finance for collection. The areas are listed below.

**Applied Studies:** All students registered for the following Underwater Crime Scene Investigation certificate program lab courses will be charged an equipment use fee of \$90.00: **CJE** 3762L, 4764L, 4765L, 5768L, and 5769L; **ISC** 3062L, 3063L, 5060L, and 5061L.

**Arts and Sciences:** All students registered for **GLY** 4790 will be charged an equipment use fee of \$2000.00.

**Communication and Information:** All digital media production majors in the College of Communication and Information will be charged an equipment use fee of \$113.00 for fall and spring terms only.

**Dedman College of Hospitality:** All students registered for **HFT** 4802 will be charged an equipment use fee of \$110.00.

**Education, Health, and Human Sciences:** All students registered for **PEL** 1131 will be charged an equipment use fee of \$80.00. All students registered for the following courses will be charged specific equipment use fees as noted: **APK** 3110C (\$30.00); **ATR** 2020 (\$5.76); **ATR** 4302C (\$11.51); **DIE** 4244L (\$13.43); **FOS** 3026L (\$22.98); **FOS** 4114C (\$23.33); **PET** 3322L (\$5.96); **PET** 3323C (\$1.38); **PET** 4551 (\$35.00); **PET** 5751 (\$23.81).

**Fine Arts:** The following majors in the College of Fine Arts will be charged specific equipment use fees as noted. *All* majors will be charged an equipment use fee of \$80.00. All Art and undergraduate Dance majors will be charged an equipment use fee of \$125.00 per term. All undergraduate Interior Design majors will be charged an equipment use fee of \$125.00 during summer semester only. All Theatre majors in the College of Fine Arts will be charged an equipment use fee of \$115.00 for fall and spring terms only.

**Jim Moran College of Entrepreneurship:** All students registered for the following courses will be charged specific equipment use fees as noted: **CTE 3416** and **CTE 5815** (\$11.00); **CTE 4443** and **CTE 5444** (\$35.58).

**Medicine:** All majors in the College of Medicine will be charged an equipment use fee of \$345.00 fall and spring terms only.

**Motion Picture Arts:** All majors in the College of Motion Picture Arts enrolled in classes and/or enrolled in internships local to Tallahassee will be charged an equipment use fee of \$350.00 per term.

**Music:** All majors in the College of Music will be charged an instrument/equipment use fee in the amount of \$350.00 per spring and fall terms only. (**NOTE:** Majors in the College of Music enrolled solely in internships will *not* be charged an equipment use fee of \$350.00 per term.)

**Nursing:** All undergraduate Nursing (BSN) majors in the College of Nursing will be charged an equipment use fee in the amount of \$310.00 per term. The following Doctor of Nurse Practice (DNP) majors in the College of Nursing will be charged specific equipment use fees as noted: DNP Psychiatric Mental Health (\$25.00); DNP Family Nurse Practitioner (\$100.00); DNP Acute Care (\$200.00). All students in the following College of Nursing certificate programs will be charged specific equipment use fees as noted: DNP Psychiatric Mental Health (PMH) Certificate (\$25.00); DNP Family Nurse Practitioner (FNP) Certificate (\$100.00); DNP Acute Care (AGACNP) Certificate (\$200.00).

# Fall 2026 Fee Rates

**NOTE:** For current tuition rates, please refer to the [Student Finance website](#).

## Fall 2026 Materials and Supplies Fees by Course

### Main Campus

<b>Advanced Science Diving Program</b>	
<b>CJE</b> 4764L, 5768L	\$67.00
<b>CJE</b> 3652L	\$91.05
<b>ISC</b> 3062L, 5060L	\$131.63
<b>ISC</b> 3063L, 5061L	\$134.64
<b>Anthropology</b>	
<b>ANG</b> 5183; <b>ANT</b> 4180	\$25.00
<b>Art</b>	
<b>ART</b> 3932	\$20.00
<b>ART</b> 1201C, 1203, 1300C, 1602C, 2204C, 2205C, 2301C, 3380C; <b>PGY</b> 2100C	\$35.00
<b>ART</b> 2330C, 2400C, 2500C, 2607, 2701C, 2752C, 3219C, 3333C, 3389C, 3522, 3542C, 3560, 3561, 3567C, 3590, 3710C, 3764C, 4122C, 4123C, 4520, 4642C, 4662C, 4686C, 4762, 4766C, 4767C, 4872, 4921C, 4922C, 4925C, 4928C, 4929C; <b>PGY</b> 2941C	\$50.00
<b>ART</b> 2400C, 3173C, 3433C, 3442C, 3443C, 3471C	\$58.00
<b>Art Education</b>	
<b>ARE</b> 5382, 5585, 5588, 5941, 5942, 5943, 5944	\$15.00
<b>ARE</b> 5460, 5557	\$20.00
<b>ARE</b> 5047	\$25.00
<b>ARE</b> 5046, 5047, 5256, 5358, 5551, 5552	\$40.00
<b>Biological Science</b>	

<b>PCB 5029L; ZOO 3205L</b>	\$15.00
<b>BOT 3015L, 3143C, 4503L; BSC 1005L, 2010L, 2011L, 2085L, 3402L; MCB 2004L, 4403L; PCB 3043L, 4022C, 4024L, 4233L, 4253L; ZOO 3141L, 3713C, 4343C, 4353C, 4753C</b>	\$19.00
<b>BSC 4933L</b>	\$40.00
<b>BSC 4473C, 5476C</b>	\$1350.00
<b><u>Chemistry and Biochemistry</u></b>	
<b>BCH 3023L, 4053L; CHM 1045L, 1046L, 2211L, 3120L, 3217L, 4130L, 4410L, 4411L, 4610L, 4714L,</b>	\$39.00
<b><u>Communication Disorders</u></b>	
<b>SPA 5305L, 5505, 5526L, 5528L, 5941, 5942</b>	\$25.00
<b><u>Dedman College of Hospitality</u></b>	
<b>HFT 4471</b>	\$8.00
<b>HFT 4802</b>	\$50.00
<b>HFT 4064</b>	\$64.00
<b>HFT 4866</b>	\$69.00
<b><u>Educational Psychology and Learning Systems</u></b>	
<b>MHS 6805</b>	\$6.75
<b>SPS 5192</b>	\$14.00
<b>SDS 3340</b>	\$15.00
<b>RCS 5250</b>	\$20.00
<b>MHS 5225</b>	\$22.00
<b>MHS 5340</b>	\$23.00
<b>SPS 5191</b>	\$26.00
<b>MHS 6220</b>	\$46.00

<b>Finance</b>	
FIN 4424, 4504	\$40.00
<b>Interior Design &amp; Architecture</b>	
IND 2300, 3465, 3474, 3529, 3533, 4218C, 4242C, 4243C, 4245, 5232C, 5246C, 5281C, 5282C, 5316R, 5327, 5476, 5487, 5528	\$15.00
IND 3217C	\$20.00
IND 1203, 1204, 3470	\$30.00
IND 3480, 5428	\$50.00
IND 5208	\$60.00
IND 3440C	\$75.00
IND 3440C, 5445	\$100.00
<b>Jim Moran College of Entrepreneurship</b>	
CTE 4868, 5475, ENT 5608	\$10.00
CTE 3416, 4443, 5444, 5815	\$30.00
<b>Nursing</b>	
NGR 6004L, 6210L, 6212L, 6214L; NUR 3065L, 3225L, 4445L, 4766L	\$61.00
<b>Nutrition, Food, and Exercise Sciences</b>	
APK 3110	\$4.20
APK 5139L, PET 4551	\$5.25
PET 3323C	\$6.50
ATR 4302C	\$7.00
PET 3322L	\$11.70
FOS 3026L	\$16.20
FOS 4114C	\$16.55

ATR 2020	\$16.75
PET 5553	\$17.30
<b>Psychology</b>	
EXP 3422C	\$39.00
<b>Public Safety and Security</b>	
CJE 4655L	\$8.00
CJE 4638L	\$25.00
CJE 4241L	\$49.00
CJE 4135L	\$63.00
<b>Sport Management</b>	
PEM 1131	\$4.00
PEL 1321, 1341, 1511, 1621, 1646; PEM 1121	\$5.00
PEM 1461, 1462	\$11.00
PEL 1330	\$12.00
PEM 1001	\$24.00
PEL 1111, 1121	\$110.00

## Panama City Campus

<b>Advanced Science Diving Program</b>	
CJE 4764L, 5768L	\$67.00
CJE 3652L	\$91.00
ISC 3062L, 5060L	\$131.63
ISC 3063L, 5061L	\$134.64
<b>Public Safety and Security</b>	

<b>CJE 4655L</b>	\$8.00
<b>CJE 4638L</b>	\$25.00
<b>CJE 4241L</b>	\$49.00
<b>CJE 4135L</b>	\$63.00
<b>TBD</b>	
<b>GEB 1030</b>	\$29.00

### Materials and Supplies Fees by Academic Level (Cohort)

<b>College of Medicine</b>	
Medical Professional, Year 1 (M1)	\$223.00
Medical Professional, Year 2 (M2)	\$524.00
Medical Professional, Year 3 (M3)	\$286.00
Medical Professional, Year 4 (M4)	\$46.50
Physician Assistant, Year 1 (PA1)	\$640.00
Physician Assistant, Year 2 (PA2)	\$600.00
Physician Assistant, Year 3 (PA3)	\$457.00

### Facilities and Equipment Fees

Florida State University assesses fees for temporary use of equipment that is essential to the core curriculum of select classes and majors. These fees are assessed by major or class enrollment, as described below, regardless of whether students elect to use this equipment.

Payments can be made at the Office of Student Finance, A1500 University Center. Payment is due concurrent with tuition and fees for each term. Full or partial refunds may be granted pursuant to the University's tuition and refund policy.

Fees will be placed in an auxiliary account for the purchase, repair, and maintenance of the equipment. Students will be responsible for the damage or loss of equipment. The college will assess the student for damage and loss charges and will submit the charges to the Office of Student Finance for collection. The areas are listed below.

**Applied Studies:** All students on main campus and the Panama City, FL, campus registered for the following Underwater Crime Scene Investigation certificate program lab courses will be charged an equipment use fee of \$90.00: **CJE** 3762L, 4764L, 4765L, 5768L, and 5769L; **ISC** 3062L, 3063L, 5060L, and 5061L. *The Republic of Panama Campus also has a **CJE** 3762L use fee of \$90.00.*

**Arts and Sciences:** All students registered for **GLY** 4790 will be charged an equipment use fee of \$2000.00.

**Communication and Information:** All digital media production majors in the College of Communication and Information will be charged an equipment use fee of \$113.00 for fall and spring terms only.

**Dedman College of Hospitality:** All students registered for **HFT** 4802 will be charged an equipment use fee of \$110.00.

**Education, Health, and Human Sciences:** All students registered for **PEL** 1131 will be charged an equipment use fee of \$80.00. All students registered for the following courses will be charged specific equipment use fees as noted: **APK** 3110C (\$30.00); **ATR** 2020 (\$5.76); **ATR** 4302C (\$11.51); **DIE** 4244L (\$13.43); **FOS** 3026L (\$22.98); **FOS** 4114C (\$23.33); **PET** 3322L (\$5.96); **PET** 3323C (\$1.38); **PET** 4551 (\$35.00); **PET** 5751 (\$23.81).

**Fine Arts:** The following majors in the College of Fine Arts will be charged specific equipment use fees as noted. *All* majors will be charged an equipment use fee of \$80.00. All Art and undergraduate Dance majors will be charged an equipment use fee of \$125.00 per term. All Interior Design majors will be charged an equipment use fee of \$135.00. Note the Undergraduate Interior Design majors will NOT be assessed this fee during summer term. All Theatre majors in the College of Fine Arts will be charged an equipment use fee of \$115.00 for fall and spring terms only.

**Jim Moran College of Entrepreneurship:** All students registered for the following courses will be charged specific equipment use fees as noted: **CTE** 3416 and **CTE** 5815 (\$11.00); **CTE** 4443 and **CTE** 5444 (\$35.58).

**Medicine:** All majors in the College of Medicine will be charged an equipment use fee of \$345.00 fall and spring terms only.

**Motion Picture Arts:** All majors in the College of Motion Picture Arts enrolled in classes and/or enrolled in internships local to Tallahassee will be charged an equipment use fee of \$350.00 per term.

**Music:** All majors in the College of Music will be charged an instrument/equipment use fee in the amount of \$350.00 per spring and fall terms only. (**NOTE:** Majors in the College of Music enrolled solely in internships will *not* be charged an equipment use fee of \$350.00 per term.)

**Nursing:** All undergraduate Nursing (BSN) majors in the College of Nursing will be charged an equipment use fee in the amount of \$310.00 per term. The following Doctor of Nurse Practice (DNP) majors in the College of Nursing will be charged specific equipment use fees as noted: DNP Psychiatric Mental Health (\$25.00); DNP Family Nurse Practitioner (\$100.00); DNP Acute Care (\$200.00). All students in the following College of Nursing certificate programs will be charged specific equipment use fees as noted:

DNP Psychiatric Mental Health (PMH) Certificate (\$25.00); DNP Family Nurse Practitioner (FNP) Certificate (\$100.00); DNP Acute Care (AGACNP) Certificate (\$200.00).

## Summer/Fall 2026 Financial Aid Information

### Fees and Financial Aid Students

**Financial Aid Payments & Refunds:** At disbursement the University first applies financial aid payments towards tuition and housing charges (and toward other charges as allowed) before issuing refunds. Disbursement begins on the published disbursement dates and continues through the term. For more information and upcoming dates, visit the [Office of Student Finance's website](#). To receive your aid, you must comply with FSU's Financial Aid [terms and conditions on the Financial Aid webpage outlining those rules](#). You must also confirm that your financial aid file is complete prior to disbursement by checking your status and clearing any holds or to-do list items at [your FSU student portal page](#). Financial aid refunds are sent by Electronic Funds Transfer (EFT) to any US-based bank account, so students must designate a refund bank account and enroll in direct deposit to receive a refund of excess Financial Aid or a refund of financial aid that cannot be applied to University charges. Federal aid cannot be applied to excess-hours fees. Please visit [Student Finance's webpage for direct deposit enrollment instructions](#).

If you have any questions, please write to FSU's [Office of Student Finances email](#). For financial aid questions, please contact the Office of Financial Aid at (850) 644-0539.

**Deadline:** If the financial aid payment is not sufficient (or allowed) to cover all charges, or if a student's schedule, university bill, or financial aid offer changes after application of financial aid, then the student is responsible for paying the balance by the tuition payment deadline, (see the "Academic Calendar" in this *Registration Guide*). After this date, a \$100.00 late payment fee is assessed, and grades will be held at the end of the term until the fees are paid in full.

**NOTE:** Financial Aid students who are having their tuition paid by an agency, department student payment, or Florida Prepaid College Program should submit the required documents no later than the fifth day of the term (see the "Academic Calendar" in this *Registration Guide*). The basic Florida Prepaid College Program does not pay the full amount of tuition owed to the University, nor do Intern Participation Certificates. Students must pay the remaining balance due by the posted payment due date.

**Deferments:** Financial aid deferments may be granted to students whose aid is not available by the published tuition deadline. Not having applied for financial aid is not a valid reason for applying for a deferment. The deadline to request a deferment is the tuition payment deadline. When deferments expire, students must pay their unpaid tuition balance in full or receive a late fee after the deadline. If tuition is not paid, students will not be able to register for future classes or receive a delayed delivery loan, grades, or transcripts. Students must confirm that their financial aid has arrived and that all requirements have been met by the deferment expiration date. Go to [your FSU student portal page](#) (from the myFSU Portal click Student Central, My Bill) you then will see your courses and fees detailed. With your temporary deferment, your total balance due may show "\$zero" for the "Current Term Tuition." When

your financial aid arrives, the screen will show how much has been paid toward your tuition. You must ensure your financial aid pays your tuition by the deferment deadline, or you may be assessed a late payment fee of \$100.00. You may check your financial aid status through [your FSU student portal page](#). For questions, please email the [Office of Financial Aid](#) or dial (850) 644-0539.

## Withdrawals and Return of Financial Aid

Per federal regulation (34 CFR 668.22), students who withdraw and have received financial aid will be required to repay to the program sources the amount of unearned financial aid funds disbursed to them as of their withdrawal date. The unearned amount of program funding is calculated based on the last date of academic activity which indicates the percentage of the term completed.

Both the University and students receiving financial aid are required to return unearned financial aid to the aid source. Title IV aid programs are repaid in the following order: Unsubsidized Federal Stafford/Direct Loans, Subsidized Federal Stafford/Direct Loans, Federal PLUS/Direct PLUS Loans, Federal Pell Grants, FSEOG Program Aid, and Teach Grants.

The University is required to return the unearned portion of the financial aid funds it received from withdrawing students that was used to pay institutional charges such as tuition, fees, housing, and other education-related expenses assessed by the institution. The funds returned to the aid source by the University will be credited against the students' total liability of unearned funds. However, the student will owe the University the amount returned to the aid source for institutional charges. In addition, any student who receives Title IV funds who does not receive at least one passing grade (either a Satisfactory, or any grade above an "F") for the term in which they receive those funds and does not officially withdraw from the University prior to the end of that term, is considered an unofficial withdrawal according to Title IV federal regulations. The University is required to return unearned financial aid to the federal government for all unofficial withdrawals in the same manner as students who withdraw officially.

Students who owe grant and/or loan overpayments remain eligible for Title IV program funds for forty-five days, if, during those forty-five days the student: 1) repays the overpayment in full to the University; 2) enters into a repayment agreement with the University; or 3) enters into a repayment agreement with the Department of Education. Entering into a repayment agreement does not mean the student is eligible to register for additional classes, receive a transcript, diploma, etc. Students can lose financial aid eligibility if they do not comply with the options above and should consider their repayment responsibilities for these programs as part of any withdrawal decision. Please contact the Office of Financial Aid for the most current restrictions on eligibility.

## Bright Futures Repayment Requirement

For the 2026–2027 academic year, the Bright Futures Academic Scholars and the Bright Futures Medallion Scholarship award amounts are set by the Florida Legislature and may be adjusted each legislative session. Currently, at Florida State, the Bright Futures Academic Scholars scholarship is awarded based on a rate of \$213.55 per credit hour and the Bright Futures Medallion scholarship is

awarded based on a rate of \$160.16 per credit hour. In each instance, additional fees such as Lab fees, Auxiliary fees, Excess Hour fees, and Student Facility Use fees are not included.

Florida Statutes require that students who drop or withdraw from any course(s) repay any Florida Bright Futures Scholarship disbursed for the course(s). Section 1009.53, Florida Statutes states that funds for any scholarship within the Florida Bright Futures Scholarship Program may not be used to pay for courses dropped by a student or courses from which a student has withdrawn after the end of the drop and add period. However, a student who receives an award under this program and subsequently drops one or more courses or withdraws from all courses after the end of the drop and add period due to a verifiable illness or other documented emergency may be granted an exception pursuant to s. 1009.40(1)(b)4 **unless the institution's policy is to refund the cost of the courses.**

## Loan Exit Interviews

Federal and University regulations require that all recipients of federal loans participate in an exit interview counseling session upon graduation, withdrawal from the University, or dropping below six credit hours. These loans include Subsidized Stafford (GSL) and Unsubsidized Stafford (UGSL) loans. By visiting the Federal Student Aid website, you can complete [an online exit interview counseling session](#). For more information, email the [FSU's Office of Financial Aid](#) or dial (850) 644-0539.

## Policy on Refunds for Audited Courses

Refunds may be granted for courses in which a student has requested permission to audit and subsequently rescinds this request before the fourth day of class. Verification that the audit request has been discontinued must be received in writing by the University Registrar before the fourth day of class. After this period, no refunds will be authorized unless exceptional circumstances are documented in writing and approved by the University Refund Committee.

**NOTE:** The Refund Appeal Form must be submitted to the Office of the University Registrar and requests to withdraw must be submitted to Withdrawal services within six months from the end of the term from which the student is withdrawing or appealing a refund.

## Delinquent Accounts

Delinquent University accounts are subject to holds against class registration and diploma orders. Outstanding debt totaling \$500.00 or more, including delinquent current term tuition, will prevent class registration and access to diplomas until the delinquent balance is brought below \$500.00. Payment should be made online via credit card, international wire, or e-check. Financial aid granted for use in an upcoming term may not be used to pay current debt. Delinquent accounts are referred to a collection agency if fees are not paid in full, and collection costs are added to your outstanding balance.

## Dishonored Checks or Electronic Payments

Return Check Charge/Stop Payment Charge: \$25.00 or five percent of the amount of the check, whichever is greater (subject to change) will be assessed to the student's account. A returned check/stop

payment charge is assessed against a student's account that has a check or electronic authorization for payment returned by the bank to Florida State University. Florida State University automatically submits all personal checks twice for payment if the check was returned once for non-sufficient or uncollected funds. This is an automated process, and the second submission cannot be stopped; there is no charge, however, assessed by Florida State University for this second submission. Repayment of returned checks must be made with a credit card online, money order, or cashier's check.

Returned check charges are assessed for all personal checks written and electronic payments authorized for tuition, fees, or any services provided by the University that are returned to Florida State University for non-sufficient funds, uncollected funds, closed accounts, stop payments, etc., placed on checks. In addition to the returned check charge, if the initial payment is for tuition and redemption of the returned check is not made prior to the tuition payment deadline, a \$100.00 late payment fee is assessed to tuition. Florida State University places a hold on accepting any personal checks or electronic payment authorizations on the student's account for ninety days after redemption for any services, tuition, or fees that are owed to the University if a personal check or electronic payment authorization is returned. If a second check or electronic payment is returned, or if a stop payment is placed on it, the student will be permanently listed on all departments' ACCEPT CASH ONLY list and no personal checks or electronic payment will be accepted from anyone on the student's account from that day forward.

Notification will be given to the student by mail to the address on the check or to the last maintained address in Florida State University's records. After notification that a check has been returned, redemption (including the service charge) must be made within fifteen days. Florida State University forwards all returned payments to the State Attorney's Office for redemption and prosecution after collection efforts are exhausted. After a returned payment is forwarded to the State Attorney's Office, restitution of the check will not prevent prosecution. Reference *Florida Statutes Title XLVI Chapter 832; Crimes - Violations Involving Checks and Drafts; 832.07*.

## Cancellation of Student Schedules for Non-Payment of Tuition and Fees

Students are expected to pay all tuition and fees by the published deadline each term. In accordance with FSU Regulation-5.081 Tuition, Fees, Payment, students who do not pay tuition and fees or make arrangements to pay tuition and fees by the end of the established fee payment deadline may have their schedules cancelled and academic progress discontinued for the term. Students whose schedules are cancelled for non-payment of tuition and fees will not receive grades after the cancellation takes place.

It is important that all students ensure they have an active FSU e-mail account. The FSU e-mail account is the official method by which the University will communicate with students concerning any outstanding financial obligations, including outstanding tuition and fees. Students will receive an official e-mail communication from the Office of Student Finance at the end of the second week of the term alerting them to the possibility of the cancellation of their current term's schedule. Students can then pay tuition and fees or make arrangements to pay tuition and fees to avoid having their schedule cancelled.

Students who fail to pay tuition and fees or make formal arrangements to pay tuition and fees by the end of the third week of the term will receive an e-mail notification from the Office of Student Finance. This

notification will inform the student that their schedule has been cancelled and explain appeal process for the reinstatement of their schedule.

Students may check their account status online at any time at [FSU's student portal page](#) (from the myFSU Portal click Student Central, My Bill) to determine any amounts owed to the University and to verify that payments have been made.

### Reinstatement of Student Schedules Cancelled for Non-Payment of Tuition and Fees

Students whose schedules are cancelled for non-payment may reinstate their schedule through immediate and full payment of all tuition and fees and any other delinquent balance owed to the University, plus a \$100.00 late payment fee and \$100.00 late registration fee. This payment to reinstate must be made prior to the final reinstatement deadline established by the University Registrar each term. Checks or credit card payments that are returned or refused will negate any tuition and fee payment arrangement for the reinstatement of a student's schedule. The University reserves the right to deny reinstatement when a student has demonstrated a pattern of tuition delinquencies over a period of two or more terms. Reinstatements for a given term must be submitted by the deadline. Reinstatement petitions received after the term is over will not be considered.