

VSU Bursary

THE STUDENT ACCOUNT AND HOW TO ACCESS IT
FEE PAYMENT DEADLINES AND OTHER IMPORTANT DATES
FALL 2019

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The Student Account

- ❑ Full time enrollment 12 hours
- ❑ Tuition charged per credit hour
 - ❖ On campus classes – tuition charges capped 15 hours
 - ❖ Online classes – no cap on tuition charges
- ❑ Mandatory fees charged to all students
- ❑ Housing and meal plan charges depend on room assignment and meal plan option selected
- ❑ Tuition and fees assessed upon enrollment
- ❑ View the student account via the Online Student Account Center

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Student Account – Fall Semester Example

\$3,838.00 Tuition and Fees for 15 credit hours (on campus courses)

 50.00 Parking Permit

\$3,888.00 FALL Semester, local student, if not living on campus

2,165.00 Residence Hall


2,001.00 Meal Plan

\$8,054.00 FALL Semester, student living on campus

All charges and the student account balance can be viewed in the Online Student Account Center, for both students and anyone granted access as an Authorized User.

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Valdosta State University



Log-in for Students

Log-in for Authorized Users

Welcome to Valdosta State University's Online Student Account Center

Need help with features in the Online Student Account Center? [Click here](#) to access step-by-step instructions.

- Get up-to-date account balance and view real-time activity.
- Make secure payments online (electronic check or credit/debit card).
- Verify that financial aid funds are fully authorized and counting as a credit toward your student account balance.
- Setup direct deposit information so refunds can be deposited into your bank account electronically.
- View your payment and refund history.

STUDENTS - do you want to allow someone else to make payments on your student account? You may grant "Authorized User" access to parents or other parties, allowing their own log-in access to the Account Center to view student account charges, make online payment, etc. Find out how by visiting the [Granting Access to an Authorized User](#) page.

Step-by-step instructions available from this web page

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Online Student Account Center

Student access is already established. Students may access the Account Center in two ways:

- ❑ From MyVSU, then Banner Registration; Choose Student Account menu link
- ❑ From direct link to the Account Center, using Banner 870 ID & Password

Authorized User access may be granted by the student, allowing parents or other parties their own log-in access to see the student account charges and authorized financial aid and to make online payment for the student account.

- ❑ From student access, the student enters the Authorized User's email address
- ❑ Two emails sent to Authorized User; one includes temporary password, both include direct link to the Account Center
- ❑ The Authorized User access for the Online Account Center is totally different than the authorization granted by FERPA form!!!

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Online Student Account Center

- ❑ View student account activity in 'real-time'
 - ❖ Charges, payments, *authorized* financial aid
- ❑ View eBills (electronic invoices) when posted
 - ❑ Email notices sent to both the student and authorized users
- ❑ Setup direct deposit, called eRefund (*students only*)
- ❑ Make payments online and view payment history
 - ❖ Electronic check payment (enter bank routing & account number; this is not the debit card)
 - ❖ Credit/debit cards (Visa, MasterCard, Discover, AMEX)
 - ❖ NO CHARGE for electronic checks, but there is 2.85% convenience fee for credit/debit cards

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Other Ways to Pay?

- ❑ In person at the Bursary
 - ❖ Cash or checks
 - ❖ No credit/debit cards – only accepted online
- ❑ By mail, include student 870#, name & phone info
 - ❖ Mail in time to reach us by the fee payment deadline
- ❑ Types of checks accepted, in person or by mail
 - ❖ Money Order, Cashier Checks & Personal Checks
 - ❖ No “starter” or “credit card” checks are accepted
- ❑ Authorized financial aid and/or scholarships
 - ❖ Be sure to view the Account Center to ensure that you see anticipated aid in place
- ❑ College Savings/529 Plans – distribution process varies by state!!
- ❑ Nelnet Payment Option – VSU offers in partnership with Nelnet Business Solutions
 - ❖ Requires down payment and enrollment fee, paid during enrollment process
 - ❖ Down payment and number of months vary depending on date of enrollment

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Nelnet Dates for Fall 2019

Last Date to Enroll Online	Required Down Payment	Number of Payments	Month of Payments	Enrollment Fee
May 31 – July 2	None	4	Jul 5, Aug 5, Sept 5, Oct 5	\$50
July 3 – July 25	25%	3	Aug 5, Sept 5, Oct 5	\$60
July 26 – Aug 22	40%	2	Sept 5, Oct 5	\$75

All down payments are processed immediately upon enrollment. Monthly payments are processed on the 5th of each month.

Steps to Enroll

- Log into MyVSU, then click as follows
- Student Services & Financial Aid
- Student Account
- Nelnet – Enroll or Access Your Payment Plan
- Create your Nelnet account by completing the info requested
- Review account activity and account balance, then follow screens to enroll in Nelnet

Important Information

- Maximum amount is \$5,500. Any amount over \$5,500 will be added to the down payment during enrollment.
- Down payment (plus amount \$5,500, if applicable) and enrollment fees are processed *immediately* upon enrollment.
- Changes to student account balance which may occur from adjustments to registration, housing, meal plan charges and/or financial aid could have an impact on the Nelnet agreement. Review the Nelnet payment agreement to verify if adjustments have been made to cover student account changes.
- If payment is returned for any reason, the agreement may be terminated and notice of termination sent to VSU. If terminated by Nelnet, your full balance will be due to VSU immediately.

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Nelnet Payment Option – Fall Example

If enrolling in Nelnet by July 25, with \$3,888 balance		If enrolling in Nelnet by July 25, with \$8,054 balance	
\$ 972.00	25% down payment	\$2,554.00	Amount over \$5,500 CAP to enroll
<u>60.00</u>	Enrollment Fee	1,375.00	25% down payment (of \$5,500)
\$1,032.00	Paid to Nelnet at enrollment	<u>60.00</u>	Enrollment Fee
		\$3,989.00	Paid to Nelnet at enrollment
\$2,916.00	Remaining balance		
This is paid to Nelnet in 3 monthly installments of \$972.00 each; Aug 5, Sept 5, Oct 5		\$4,125.00 Remaining balance	
		This is paid to Nelnet in 3 monthly installments of \$1,375.00 each; Aug 5, Sept 5, Oct 5	

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August 22, 2019 – Fee Payment Deadline

- ❑ Student account balance must be paid in full, or have sufficient *authorized* financial aid funds to cover entire balance
- ❑ If requesting funds from other sources, PLAN AHEAD to allow time for payments or authorizing documents to reach us by the deadline (i.e., 529 plans). Must have received in Bursary by the deadline!!
- ❑ Remember, view the *latest* account balance in the Online Student Account Center
- ❑ You can pay online 24/7, so don't wait in line!
- ❑ Balance not paid in full will result in all classes being canceled

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Excess Funds Disbursement

- ❑ Direct Deposit, sent to our bank on Sept 6 (allow 1 – 2 business days to post)
 - ❖ August 23 is deadline to setup banking information in the Online Student Account Center. Contact bank to verify the correct bank routing and account numbers!!
- ❑ Paper check mailed via USPS on Sept 9. Address for mailing in this priority order:
 - ❖ Mailed to VSU Box (for resident students)
 - ❖ Mailed to Mailing address (if not living on campus)
 - ❖ Mailed to Permanent address if no other active record
- ❑ Parent Plus excess setup for disbursement to borrower is mailed to address provided in Plus loan application; no Direct Deposit available

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How Do I Contact The Bursary?

- ❑ By e-mail (this is the best option for questions!): studentaccounts@valdosta.edu
- ❑ By phone at 229-333-5725 or by fax at 229-259-2051
- ❑ By mail (list 870 ID & name if mailing check) – *Important to include ATTN line*
Valdosta State University, Attn: Student Accounts
1500 N. Patterson St, Valdosta, GA 31698
- ❑ Check our web site at www.valdosta.edu/bursary
- ❑ Hours are Mon – Thur, 8 am – 5 pm; Fri, 8 am – 2:30 pm
- ❑ Access the Bursary's orientation powerpoint from our web page!

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