

# A Guide to Paying Your Wesleyan University Bill

2013 – 2014



## General Information

Wesleyan electronically sends a billing statement to every Wesleyan student account holder via the assigned Wesleyan email account. A semester bill is sent mid-July for the first semester and mid-December for the second semester. With the exception of September and March, a bill is also sent every month for incidental charges incurred. Each bill must be settled with Student Accounts within 30 days. You may access your billing history anytime through your [portfolio](#) (under *Financial Information* click on *E-Bill*).

In between billing statements you may view daily transactions on your account (i.e. receipt of payments, incidental charges, etc.) at anytime through your portfolio (under *Financial Information* click on *Student Account*).

Please read Wesleyan's [Agreement and Disclosure Statement](#) which explains the terms and conditions applicable to all accounts. When you initially register for courses at Wesleyan you are agreeing to the terms set forth in the disclosure.

## Late Fees

A late fee of \$200 may be assessed if any amount remains unpaid after 30 days.

## Standard Charges Each Semester

Tuition	\$23,337
Student Activity Fee	\$135
Residential Comprehensive Fee	
• Freshman/Sophomore	\$6,470
• Junior/Senior	\$7,355
New Student Matriculation Fee	\$300 (first semester only)
Optional Green Fund Fee*	\$15

\* Opt out option available through your portfolio from the time the charge appears on your account until the end of drop/add.

## Providing Parent(s)/Other Person(s) Access to your Student Account

For any other person to receive the E-Bill you must establish that person as an “Authorized Payer” in the *E-Bill* section of your portfolio. The “Authorized Payer” will receive the e-bill and have the ability to [make on-line payments](#) and view account history.

Additionally, for any other person to see daily transactions on your account, including posting of payments received, you may grant “guest access” to *Student Account* within your portfolio (see your portfolio for [instructions](#) to set up guest access).

## **Making Payment**

Wesleyan University does not accept credit or debit cards for undergraduate payment.

Acceptable forms of payment include:

- Electronic payment through the E-Bill ([QuikPay](https://quikpayasp.com/wesleyan/campus/tuition/authorized.do)) system available through the portfolio or for “Authorized Payers” at <https://quikpayasp.com/wesleyan/campus/tuition/authorized.do>
- Check, cashier check or money order made payable to Wesleyan University. Name and Wes ID should be identified on the check. Please note that checks must be in US funds from a domestic bank.
- Wire transfer. For wiring instructions please contact the office directly.
- In-person cash payment.
- Monthly Payment Plan through [Tuition Management Systems](#) (TMS). For detailed information and an online application visit [www.afford.com/wesleyan](http://www.afford.com/wesleyan).
- Financial aid including tuition remission and private scholarships.
- Approved and certified federal or private alternative loan(s).

## **Refunds**

Tuition and Residential Comprehensive Fee (RCF) credit for withdrawals is applied to the student account in accordance with the refund policy listed on the Student Accounts website.

Refunds for credit balances on the student account are made only upon [signed request](#) and are not issued based on pending credit. Please allow two to three weeks after receipt of your request for issuance of the check. The Finance Office will utilize direct deposit only for students that already have direct deposit on file with Wesleyan.

## **Financial Aid**

It is your obligation to complete the proper paperwork to ensure credit of actual financial aid awards to your account. To review your financial aid account click on [SIMON](#) within your portfolio.

You will be responsible for payment of any pending aid if you fail to provide the Financial Aid Office with the necessary documentation for processing or decline any of the financial aid offered.

## **Policies Regarding Financial Delinquency**

If you have satisfied a previous financial obligation but arrive at the beginning of the semester with delinquency, you will be allowed to attend classes and keep your housing assignment. However, you will not be granted charging privileges at Broad Street Books nor Usdan Center Store.

If your account is sufficiently delinquent during a current semester, you will not be allowed to pre-register for the following semester. In addition, you may not participate in the housing lottery in the spring semester.

If financial delinquency remains unresolved, you may be administratively withdrawn from Wesleyan.

All obligations must be paid in full before a transcript or diploma is released.

### **Telephone Tips**

Student Accounts acts as the clearinghouse for the various charges and credits which appear on the bill. Student Accounts does not have detailed records concerning the items on a bill. We suggest that you contact the specific office listed below if you have a question concerning a departmental item.

<b>Item</b>	<b>Contact</b>	<b>Phone</b>
Bookstore	Broad Street Books	860-685-7323
Box Office	Box Office	860-685-3310
Film Series Tickets	Film Studies	860-685-3542
Fire Code	Student Life Facilities	860-685-5687
Health Insurance	Health Center	860-685-2656
Laser Printing	ITS	860-685-2147
Library Fine	Library	860-685-3967
Loans/Grants	Financial Aid	860-685-2800
Motor Vehicle Fines	Public Safety	860-685-2345
Room Damage	Student Life Facilities	860-685-2568
Usdan Center	Computer Store	860-685-3907

### **1098-T Tuition Statement**

Wesleyan University will provide U.S. citizens and eligible non-citizens with a 1098-T form each January. The 1098-T form is used by you to determine education tax benefits when filing your federal tax return. If you did not initially supply Wesleyan with your Social Security Number (SSN) you should do so immediately. Present your SSN card or IRS Form W-9 to the Registrar. The Registrar maintains your official University record.

For additional information please contact:

Student Accounts  
Wesleyan University  
237 High Street  
Middletown, CT 06459  
860-685-2800  
E-mail: [student-accounts@wesleyan.edu](mailto:student-accounts@wesleyan.edu)