How will you be billed?  How do you pay?

Office of Student Finance
Student Financial Collections & Third Party Billing

Electronic Billing Statements
- E-Mail is sent to your university e-mail account, when the electronic bill is ready to view.
- Fall’s bill should be available September 7th.
- Students have two payment options:
  - Pay in full each semester or,
  - Pay the balance due in three installments over three months ($35 cost per semester).

University Student e-mail

The official means of communication to students all year long, including break periods, is e-mail.

What is sent to your university e-mail account?
- Billing, financial aid, registration, and other important University communications

In return, we only accept e-mail’s from your University of Minnesota e-mail account.

Billing

Will your employer reimburse you?
If yes:
- See if they will do Third Party Billing first
If they won’t do Third Party Billing:
- Will they reimburse 100%? MSU has arranged with the Office of Student Finance, an extra allowance in these cases:
  - We will not assess installment fees, late fees or place holds, if your balance is paid before January 31st for fall (or June 30th for spring)
  - These dates refer to a billing exception ONLY. This extension does NOT change requirements for financial aid.

Billing

To receive that exception:
- Complete the Reimbursement Extension Request

If you receive the extension but do not pay by the dates given, your account goes to collections and
- A hold will be placed on your university records
- We will begin assessing $30 per month late fees
- We will assess the $35 installment fee.

Sample Reimbursement Extension Request form

Return to:
Student Financial Collections
Web Presentation of the eBill

Billing Schedule

Bill Dates and Due Dates for TC Campus
Fall 09 - Summer 2009

http://www.onestop.umn.edu/onestop/Tuition_Billing/wwPay.html

<table>
<thead>
<tr>
<th>Bill Date</th>
<th>Due Date</th>
</tr>
</thead>
<tbody>
<tr>
<td>11/26/2008</td>
<td>12/2/2008</td>
</tr>
<tr>
<td>1/04/2009</td>
<td>1/16/2009</td>
</tr>
<tr>
<td>2/01/2009</td>
<td>2/18/2009</td>
</tr>
<tr>
<td>3/01/2009</td>
<td>3/19/2009</td>
</tr>
<tr>
<td>5/16/2009</td>
<td>6/12/2009</td>
</tr>
</tbody>
</table>

UM Pay: Benefits & Features

Once logged into UM Pay at:
www.onestop.umn.edu/onestop/Tuition_Billing/UM_Pay.html, students can:
- View tuition bills or link to your Student Account
- View billing and payment history
- Pay tuition bills online by automatically deducting the amount from a checking or savings account
- Download and print a copy of the bill (for mail-in payment)

What is on the Ebill?

- The first e-bill will have your MSSE tuition and fee, along with the total amount outstanding.
- If financial aid is awarded, it will be reflected as a line on your student account and on the bill.
- If you have a company or sponsor who is to be billed for all or part of your bill,
  - your account & e-bill will reflect what you owe, plus a line showing the credit from the Third Party.
  - The amount due will be the net of these amounts.

Third Party Billing

- When another party authorizes the university to bill them on your behalf, we call this Third Party Billing.
- To start, you must have your company complete the External Billing Authorization form.
- They must specify what terms they will pay and what they are willing to pay.

Third Party Billing

- Contact Third Party Billing at 612-625-5159
- Information is available at: www.onestop.umn.edu/onestop/tuition.html
- Your organization can turn in immediately, but no later than September 24th.
Third Party Billing

- When authorization is received, a credit will be applied to your student account in the amount that the company has authorized.
- If they are not paying everything, your e-bill will reflect the remainder owing after the Third Party credit is applied.

Third Party Billing

- If the company fails to pay after the third bill, you will be informed by letter. Also, they will be assessed a $90 late fee.
- If they do not pay within 30 days from the notice:
  - the credit will be removed from your student account.
  - This means you will now be billed the charges and the $90 late fee.

Third Party Billing Schedule

<table>
<thead>
<tr>
<th>Bill Date</th>
<th>Day</th>
<th>Due Date</th>
<th>Term</th>
</tr>
</thead>
<tbody>
<tr>
<td>10/10/2009</td>
<td>Thur.</td>
<td>11/11/2009</td>
<td>Fall 2009</td>
</tr>
<tr>
<td>11/13/2009</td>
<td>Wed.</td>
<td>12/20/2009</td>
<td>All Terms</td>
</tr>
<tr>
<td>12/10/2009</td>
<td>Wed.</td>
<td>01/30/2010</td>
<td>All Terms</td>
</tr>
<tr>
<td>01/13/2009</td>
<td>Mon.</td>
<td>02/11/2010</td>
<td>All Terms</td>
</tr>
<tr>
<td>02/13/2009</td>
<td>Fri.</td>
<td>03/13/2009</td>
<td>Spring 2009</td>
</tr>
<tr>
<td>03/17/2009</td>
<td>Wed.</td>
<td>04/13/2010</td>
<td>All Terms</td>
</tr>
<tr>
<td>04/16/2009</td>
<td>Thurs.</td>
<td>05/14/2010</td>
<td>All Terms</td>
</tr>
<tr>
<td>05/14/2009</td>
<td>Fri.</td>
<td>06/13/2009</td>
<td>All Terms</td>
</tr>
<tr>
<td>06/16/2009</td>
<td>Tues.</td>
<td>07/07/2009</td>
<td>All Terms</td>
</tr>
</tbody>
</table>