

Fall semester 2019

IMPORTANT DATES

From the Cashier's Office

Effective 12-6-18 and subject to change

What: Fall 2019 billing invoice available **When:** July 10, 2019

Where: Banner Self-Service student account

Payment due date August 7, 2019

Complete one of the following, on or before Wednesday, August 7, 2019:

1. Pay your account in full. Cash, check/money order,    accepted.

2. Review **Student Tab » Student Account » Account Detail by Term** to view your financial aid in process.

↳ If it does not cover your balance, you need to set up a payment plan with the Cashier's Office.

→ Complete the **Installment Payment Plan form**, make your payment and the Cashier's Office will set up your plan on **Banner Self-Service » Student Tab » Account Detail by Term**

3. • Submit a **Terra State Company Sponsorship or Agency form**, which must be:

- Completed and signed by your sponsor
- Signed by you
- Submitted to the Cashier's Office by your company or agency via scan or fax
 - Fax: 419.334.9828
 - Email: cashier@terra.edu

Installment Payment Plan

- Allows you to pay your bill in five installments
- Has a \$20 non-refundable fee
- Set up your payment plan in the Cashier's Office or see the website for payment options
- Any remaining balance is past due as of November 29, 2019 and will prevent future registration/attendance

REFUND POLICY PERCENTAGE BASED ON DROP OR WITHDRAW DATE FOR FALL 2019

Session	Weeks	DATES		100% Refund		50% Refund		0% Refund
		Start	End	Begin	Thru	From	Thru	Begins
1 Full Term	16	21-Aug	13-Dec	21-Aug	27-Aug	28-Aug	3-Sep	4-Sep
1st First Half	8	21-Aug	15-Oct	21-Aug	27-Aug	28-Aug	3-Sep	4-Sep
2nd Second Half	8	16-Oct	13-Dec	16-Oct	22-Oct	23-Oct	29-Oct	30-Oct
L1 Late Start	14	4-Sep	13-Dec	4-Sep	10-Sep	11-Sep	17-Sep	18-Sep
L2 Late Start 2	12	18-Sep	13-Dec	18-Sep	24-Sep	25-Sep	1-Oct	2-Oct

CollegeStore Accounts

- Accounts with available funds will be open August 14 through October 29, 2019
- In order for your funds to be released, you will need to complete a **Transfer of Excess Financial Aid form**

Excess Financial Aid

- Refunds begin no sooner than 12 noon on September 25, 2019 to Bank Mobile Vibe
- Any additional aid received after September 25 will be refunded on Wednesdays after 12 noon
- Access your Bank Mobile Vibe account to select or update your refund preference