

Spring semester 2021: FYI DATES

From the Cashier's Office




Effective 9-4-20 and subject to change

What: Spring 2021 billing invoice available **When:** November 20, 2020

Where: Banner Self-Service student account

Payment due date January 4, 2021

Complete one of the following, on or before Thursday, January 4, 2021:

1. Pay your account in full. Cash, check/money order,    accepted.
- Online payment tutorials on my.Terra.edu.

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



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



Complete the **Installment Payment Plan form** on my.Terra.edu. 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 April 23, 2021 and will prevent future registration/attendance

REFUND POLICY PERCENTAGE BASED ON DROP OR WITHDRAW DATE FOR SPRING 2021

Session	Weeks	DATES		100% Refund		50% Refund		0% Refund	
		Start	End	Begin	Thru	From	Thru	Begins	
1	Full Term	16	11-Jan	6-May	11-Jan	17-Jan	18-Jan	24-Jan	25-Jan
1st	First Half	8	11-Jan	7-Mar	11-Jan	17-Jan	18-Jan	24-Jan	25-Jan
2nd	Second Half	8	15-Mar	6-May	15-Mar	21-Mar	22-Mar	28-Mar	29-Mar
L1	Late Start	14	25-Jan	6-May	25-Jan	31-Jan	1-Feb	7-Feb	8-Feb
L2	Late Start 2	12	8-Feb	6-May	8-Feb	14-Feb	15-Feb	21-Feb	22-Feb

CollegeStore Accounts

- Accounts with available funds will be open January 4 through March 29, 2021
- 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 February 10, 2021 to Bank Mobile
- Any additional aid received after February 10 will be refunded on Wednesdays after 12 noon
- Select or update your refund preference with BankMobile at: <http://bankmobiledisbursements.com/refundchoices/>