

# Summer semester 2019 IMPORTANT DATES

From the Cashier's Office




Effective 3-15-18 and subject to change

**What:** Summer 2019 billing invoice available    **When:** April 3, 2019

**Where:** Banner Self-Service student account

## Payment due date May 6, 2019

Complete one of the following, on or before Monday, May 6, 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 four 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 July 26, 2019 and will prevent future registration/attendance

## REFUND POLICY PERCENTAGE BASED ON DROP OR WITHDRAW DATE FOR SUMMER 2019

Session	Weeks	DATES		100% Refund		50% Refund		0% Refund
		Start	End	Begin	Thru	From	Thru	Begins
1 Full Term	12	20-May	9-Aug	20-May	26-May	27-May	2-Jun	3-Jun
1st First Half	6	20-May	28-Jun	20-May	26-May	27-May	2-Jun	3-Jun
2nd Second Half	6	1-Jul	9-Aug	1-Jul	7-Jul	8-Jul	14-Jul	15-Jul
L1 Late Start 1	8	17-Jun	9-Aug	17-Jun	23-Jun	24-Jun	30-Jun	1-Jul

### CollegeStore Accounts

- Accounts with available funds will be open May 13 through June 20, 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 June 26, 2019 to Bank Mobile Vibe
- Any additional aid received after June 26 will be refunded on Wednesdays after 12 noon
- Access your Bank Mobile Vibe account to select or update your refund preference