

# Fall semester 2018

# IMPORTANT DATES




From the Cashier's Office

Effective 12-1-17 and subject to change

**What:** Fall 2018 billing invoice available    **When:** July 11, 2018  
**Where:** Banner Self-Service student account

## Payment due date August 8, 2018

Complete one of the following, on or before Wednesday, August 8, 2018.

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 December 3, 2018 and will prevent future registration/attendance

## REFUND POLICY PERCENTAGE BASED ON DROP OR WITHDRAW DATE FOR FALL 2018

Session	Weeks	DATES		100% Refund		50% Refund		0% Refund	
		Start	End	Begin	Thru	From	Thru	Begins	
1 Full Term	16	22-Aug	14-Dec	22-Aug	28-Aug	29-Aug	4-Sep	5-Sep	
1st First Half	8	22-Aug	16-Oct	22-Aug	28-Aug	29-Aug	4-Sep	5-Sep	
2nd Second Half	8	17-Oct	14-Dec	17-Oct	23-Oct	24-Oct	30-Oct	31-Oct	
L1 Late Start	14	5-Sep	14-Dec	5-Sep	11-Sep	12-Sep	18-Sep	19-Sep	
L2 Late Start 2	12	19-Sep	14-Dec	19-Sep	25-Sep	26-Sep	2-Oct	3-Oct	

## CollegeStore Accounts

- Accounts with available funds will be open August 15 through November 1, 2018
- 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 October 3, 2018 to Bank Mobile Vibe
- Any additional aid received after October 3 will be refunded on Wednesdays after 12 noon
- Access your Bank Mobile Vibe account to select or update your refund preference