

Fall semester 2017




IMPORTANT DATES

From the Cashier's Office

Effective 3-9-17 and subject to change

What: Fall 2017 billing invoice available **When:** July 12, 2017
Where: Banner Self-Service student account

Complete one of the following before Tuesday, September 19, 2017, or you will be dropped for non-payment of tuition and fees:

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 have the Cashier's Office 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 October 20, 2017 and will prevent future registration/attendance

REFUND POLICY PERCENTAGE BASED ON DROP OR WITHDRAW DATE FOR FALL 2017

			DATES		100% Refund		50% Refund		0% Refund
Session	Weeks		Start	End	Begin	Thru	From	Thru	Begins
1	Full Term	16	23-Aug	15-Dec	23-Aug	29-Aug	30-Aug	5-Sep	6-Sep
1st	First Half	8	23-Aug	17-Oct	23-Aug	29-Aug	30-Aug	5-Sep	6-Sep
2nd	Second Half	8	18-Oct	15-Dec	18-Oct	24-Oct	25-Oct	31-Oct	1-Nov
L1	Late Start	14	7-Sep	15-Dec	7-Sep	13-Sep	14-Sep	20-Sep	21-Sep
L2	Late Start 2	12	20-Sep	15-Dec	20-Sep	26-Sep	27-Sep	3-Oct	4-Oct

CollegeStore Accounts

- Accounts with available funds will be open August 16 through October 27, 2017
- 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 4, 2017 to Bank Mobile Vibe (previously Higher One)
- Any additional aid received after October 4 will be refunded on Wednesdays after 12 noon
- Access your Bank Mobile Vibe account to select or update your refund preference