

Spring semester 2023 IMPORTANT DATES




From the Cashier's Office

Effective 9-23-22 and subject to change


What: Spring 2023 billing invoice available **When:** November 10, 2022
Where: Banner Self-Service student account


Payment due date January 3, 2023

Complete one of the following, on or before Tuesday, January 3, 2023:

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 financial aid authorized.

 If aid does not cover your balance, you need to pay or 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 and student
• 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 28, 2023 and will prevent future registration/attendance

REFUND POLICY PERCENTAGE BASED ON DROP OR WITHDRAW DATE FOR SPRING 2023

Session	Weeks	DATES		100% Refund		50% Refund		0% Refund
		Start	End	Begin	Thru	From	Thru	Begins
1 Full Term	16	9-Jan	4-May	9-Jan	15-Jan	16-Jan	22-Jan	23-Jan
1st First Half	8	9-Jan	5-Mar	9-Jan	15-Jan	16-Jan	22-Jan	23-Jan
2nd Second Half	8	13-Mar	4-May	13-Mar	19-Mar	20-Mar	26-Mar	27-Mar
L1 Late Start 1	14	23-Jan	4-May	23-Jan	29-Jan	30-Jan	5-Feb	6-Feb
L2 Late Start 2	12	6-Feb	4-May	6-Feb	12-Feb	13-Feb	19-Feb	20-Feb

Titan Shop Accounts

- Books will be available in the bookstore on January 3, 2023

Excess Financial Aid

- Refunds begin no sooner than 12 noon on February 8, 2023 to BankMobile
- Any additional aid received after February 8 will be refunded on Wednesdays after 12 noon
- Select or update your refund preference with BankMobile at: <http://bankmobiledisbursements.com/refundchoices/>