



# EMPORIA STATE UNIVERSITY™

## IMPORTANT FEE PAYMENT INFORMATION

Fall 2019

Term Code: 201950

### Before Classes Begin – August 15

- Excess financial aid refunds will begin to be available in the **bank of your choice** if the Direct Deposit process was complete and accurate prior to the financial aid refund process. Direct Deposit must be set up by August 9 in order to receive excess aid into the bank account of your choice on August 15.

### 1<sup>st</sup> Class Day – August 19

- Excess financial aid checks available for pick-up at Cashiering Services
- All checks not picked up by **Friday, August 23** will be mailed to the student's **mailing address**.
  - Verify your current mailing address with the Registration Office

### 5<sup>th</sup> Class Day – August 23 – Fee Payment Due Date

- Students must be paid in full by midnight central time to avoid an administrative fee.
- Students will **NOT** be dropped from scheduled courses.
- \$50 administrative fee charged to all students with an account balance greater than \$100.

### 10<sup>th</sup> Class Day – August 30 – *Last Day for Tuition Refund*

- Any student wishing to withdraw from the University **MUST** initiate the withdrawal process through the Registration Office by this date to avoid charges.

### September 20

- Any account balance greater than \$100 without a signed payment plan on this date will be charged a \$50 late fee.
- \$50 late fee if payment not received on payment plan.

### October 20

- Any account balance greater than \$100 without a signed payment plan on this date will be charged a \$50 late fee.
- \$50 late fee if payment not received on payment plan.

### November 20

- Any account balance greater than \$100 without a signed payment plan on this date will be charged a \$50 late fee.
- \$50 late fee if payment not received on payment plan.

### December 20

- Any account balance greater than \$100 will be charged a \$50 late fee.

**Financial aid** must be authorized AND disbursed to the student's university account to be considered a payment. Students can check their student account center to see if financial aid was applied to their university account.

All prior semester charges must be paid before a student can initiate fall fee payment.

All fee payment information is available at [www.emporia.edu/busaff](http://www.emporia.edu/busaff).