

Essential Student Information for Fall 2018

Campbell Solution Center

From the Bursar's Office:

**** TUITION DUE **AUGUST 13th****

Student Health Insurance: All full-time students are required to have health insurance. On the enclosed billing statement, **please notice that all full-time undergraduate students are charged \$1624.00** for health insurance. If the student is already covered through a private health plan (i.e. parent's plan), they **MUST** complete the online health insurance waiver by September 11, 2018.

Please waive or enroll in the health insurance at www.firststudent.com. Students will need their birth date, student ID (9 digit number -without the dash) located on the billing statement as well as their current insurance information. ***Students who do not waive the health insurance online (whether or not they already have health insurance) will be responsible for the \$1624.00 charge.** Please note this waiver is different from the proof of insurance for residence life and sports teams.

Parking Pass (Hang Tag):

Residents \$75, Commuter \$45, Grad/Weekend Nursing \$25
Valid from 8/15/18 to 8/15/19

Option 1: Purchase a Parking Pass Online:

Go into your Self-Service account (red SS icon on the main portal page). Select the Finance tab, then click "Make a Payment/Add Authorized User", then select "click here to make a payment." You will see links for all parking passes, select the one that applies to you, and follow the prompts to complete. We will be mailing passes out until August 16th. If a parking pass is purchased online after the 16th, you will need to pick it up at the Campbell Solution Center.

Option 2: Stop by the Campbell Solution Center to purchase your hang tag. Please note, your LICENSE PLATE WILL BE REQUIRED on the application.

Student IDs: Please stop by the Campbell Solution Center to pick up your ID if you did not receive it at a KEYS event or if you need to have a student ID made. There is a 10.00 replacement charge for lost ID's.

Meal Plans/Flex Dollars: Residents can make meal plan changes up until September 4th at the Campbell Solution Center. Commuter students may add money to their ID card (flex dollars) with a credit card, to make food

purchases on campus, as only cash and flex dollars are taken at campus eateries.

Payment Options:

Option 1: Pay in Full Prior to the First Day of Classes

***Make a Payment Online** through your Self-Service account (red SS icon on the main portal page). Select the Finances Tab, then click "Make a Payment/Add Authorized User," Then select "Click here to make a payment." Follow the prompts to complete.

***Mail in a Check** (Attention Bursar's Office).

***By Phone** (Visa/MasterCard Only) 215-646-7300 x21278 or x21595.

***Pay at the Campbell Solution Center** (We accept Visa, MasterCard, check, cash or money order).

Option 2: Payment Plan by Cashnet (4 Month Plan)

*This plan allows you to pay the semester charges on a monthly basis (listed below). You enroll through your Self-Service account (red SS icon on the main portal page). Select the Finances tab, then click "Make a Payment/Add Authorized User" then scroll to the bottom of the page and click "Enroll in the Fall/Spring 2018 installment plan." Follow the prompts to complete.

***Please Note:** When paying on the Cashnet payment plan, if you use a credit card you will be assessed credit card fees. If you make your payment with an online check, there are no additional fees.

****ONCE ENROLLED, ALL PAYMENT PLAN PAYMENTS MUST BE MADE THROUGH CASHNET****

Payment Plan Schedule	Fall Semester	Spring Semester
Enrollment Fee	\$35.00	\$35.00
Enrollment Period	7/15 to 9/15	11/15 to 2/15
Payment 1	August 1	January 1
Payment 2	September 1	February 1
Payment 3	October 1	March 1
Payment 4	November 1	April 1

The payment plan amount is determined by the following:

- Balance of tuition and fees (minus anticipated aid)
- As new charges are applied or additional aid is received, the change will be reflected equally over the remaining payments.
- A \$5 late fee will be applied for any late or missed monthly payments. If a second payment is missed the plan is canceled and a \$50 late fee charged.

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Book Vouchers: If your anticipated financial aid results in a credit balance (excess funds), you may be entitled to use that money toward book vouchers. These are available beginning August 1st at the Campbell Solution Center.

Refunds: After all Aid is officially received, students with a credit balance (excess funds) will receive a refund.

Refunds will start to be processed September 27th, 2018.

Your refund can be directly deposited into your bank account if you sign up for E-Refund through your Self-Service account (red SS icon on the main portal page). Select the Finances Tab, then click "Make a Payment/Add Authorized User," then select "Click here to receive your refunds electronically." Follow the prompts to complete.

From the Registrar's Office:

Welcome to the New Academic School Year!!

Please double check your schedule on Self Service prior to the start of classes, as classroom locations can change up until the first day of class. If you are taking a weekend or an accelerated class, please check the start date as these may be different from the regular fall session classes.

Please Notify the Registrar's Office in Writing Immediately if you do not plan to attend classes this semester.

IMPORTANT NOTICE FOR STUDENTS: The Family Educational Rights and Privacy Act of 1974 [FERPA] is intended to protect the privacy of a student's educational records, to establish the rights of students to inspect and review their education records, and to provide guidelines for the correction of inaccurate or misleading data through informal or formal hearings. Under the provisions of FERPA, directory information is considered public information and, as such, may be made available to third parties unless you request to be excluded from such published information. The following information is considered "directory" information by Gwynedd Mercy University: Name, phone number, date and place of birth, address, GmercyU email address, photograph, dates of attendance, full or part time status, class level, major, fields of study, degrees conferred (including dates) honors and awards. Currently enrolled students may withhold disclosure of such information. **If you do not wish to have**

this information about you made public, you must notify the Office of the Registrar in writing by the end of the drop/add period. Thank you.

From the Financial Aid Office:

Anticipated Financial Aid: The enclosed invoice includes Anticipated Financial Aid. If you are missing Aid from your bill, your package/paperwork may be incomplete. If so, please contact the Financial Aid department at 215-646-7300 x21216 or email financialaid@gmercyu.edu.

IMPORTANT NOTES: If you have a Federal Direct Loan as part of your Financial Aid package, **First Time Borrowers MUST complete Entrance Counseling and a Master Promissory Note (MPN)** at www.studentloans.gov. If you fail to complete both, your Direct Loan Funds will not be disbursed to your account.

All students must have completed a FAFSA application to qualify for any need-based aid. **If you choose not to complete the FAFSA, you MUST notify the Financial Aid Office.** Please call 215-646-7300 x21216 or email them at financialaid@gmercyu.edu.

PHEAA State Grant Application Reminder!! If you are a Pennsylvania resident, please be sure to check your state grant eligibility and/or application at www.pheaa.org for the 2018-2019 academic year. You will need to create an account before navigating to the State Grant Application. Please confirm that your application is complete on the website, or by calling 1-800-692-7392. **All incomplete Pennsylvania State Grants will be cancelled**, even if they were previously estimated on your financial aid award letter or on your billing statement under Anticipated Aid. If you have any other Financial Aid questions, please contact them through email at financialaid@gmercyu.edu. Thank you.

PLEASE NOTE: Once you receive your gmercyu e-mail address, please make sure all communications come from that email. This is so we can verify you as a student and it gives us the ability to release your personal information via email. Thank you.