

## IMPORTANT SUMMER 2015 DATES & DEADLINES

**\*\*\* Enrollment for in-state students and non-resident students will not be canceled for non-payment. It is the student's responsibility to drop their classes if they do not plan to attend. Failure to do so will result in charges incurred on the student's account\*\*\***

### **1. TUITION AND FEE PAYMENT DEADLINE - Friday, June 5, 2015**

**All Students:** You are expected to attend all classes in which you are enrolled. If you do not attend or stop attending classes and fail to personally drop by the drop deadline, you will be responsible for all tuition and fees. You are responsible to pay all charges on your account by the payment due date, even if you do not receive a bill, or your account is being paid by another party. Payment in full must be received by the Office of the Cashier (SSB 140) by 5:00 p.m. or a 4% service charge will be assessed on the outstanding balance. Financial aid students can avoid service charges by verifying that aid is awarded.

**In-State Residents:** Apply and authorize the use of the COF stipend towards your tuition before payment deadline to avoid service charges on the state-paid portion of your tuition. For information go to [www.msudenver.edu/cof/](http://www.msudenver.edu/cof/).

**Non-Residents:** Non-resident contracts will no longer be offered. Therefore, your courses will not be canceled due to non-payment.

**Sponsorship:** Sponsor documents are due in the Office of the Bursar (SSB 150) by 5:00 p.m. or student will be responsible for all applicable service charges.

### **2. REFUND POLICY FOR DROPPING FULL TERM COURSE(S)**

**For 100% credit** of tuition and fees:

Monday, March 2, 2015 - Thursday, June 11, 2015

**For 50% credit** of tuition, 100% credit of fees:

Friday, June 12, 2015 - Tuesday, June 16, 2015

If you drop a course and then register for another course during the 50% drop refund period, and the transaction does not result in a net reduction in credit hours, no penalty will be assessed.

**NO tuition and fee credit will be available after Tuesday, June 16, 2015.** If you withdraw and add courses, you will be charged full tuition and fees for the course(s) withdrawn from and full tuition and fees for the course(s) added.

### **REFUND POLICY FOR PART-OF-TERM CLASSES**

The drop dates are different for part-of-term classes. If you have any number other than 1 under the first column (titled P) of your statement, you have a part-of-term class. Specific refund dates for part-of-term classes, can be found on your Student Detail Schedule on ConnectU.

# Summer 2015 Payment Guide

| Plan                                       | Benefits   | Details  |
|--|--|--|
| One and You're Done                        | Greatest Savings   | Pay in full by payment deadline and avoid all service charges. One single payment. Fast and Easy! This plan option allows you to dedicate your time to study rather than finance.                |
| Balloon Plus Two                           | Cost Effective   | Make your largest payment possible by payment deadline and pay the balance in two monthly payments. This payment trio greatly reduces the 4% service charge on payment deadline.                 |
| Three and Equal                            | Keeps You Going  | Make three equal monthly payments according to the due dates below.  |
| Date Due                                   | Payment  | Details  |
| June 5, 2015                               | First Payment Due  | <b>4%</b> service charge added to outstanding balance. <b>Payment Deadline is at 5:00 p.m.</b>   |
| July 10, 2015                              | Second Payment Due   | <b>1.5%</b> service charge added to outstanding balance. <b>Remember, one month left to pay in full.</b>   |
| August 11, 2015                            | Last Payment Due   | <b>1.5%</b> service charge added to outstanding balance. <b>Unpaid balance is considered past due.</b>   |
| Past Due Accounts and Balance Due Holds    |  |  |
| July 11, 2015                              | Balance Due Hold   | These holds are placed on all unpaid accounts without exception! This means no class registration, no grades, no transcripts, no diploma! Balance Due Holds are bad business for your education. |
| Don't be left out because you have a hold. |  | Get the classes you want on the days and times you want them. Protect your registration status by keeping your student account current at all times!   |
| Special Population Information             |  |  |
| Financial Aid                              | Avoid service charges by making sure your financial aid file is completed at the Office of Financial Aid, SSB 130, by payment deadline.  |  |
| Outside Scholarships                       | Avoid service charges on your account by taking a copy of your award notice to the Scholarship Center, SSB 130, by payment deadline.     |  |
| Non-Residents                              | <b>Non-resident contracts will no longer be offered;</b> therefore, your courses will NOT be canceled due to non-payment.                |  |
| Sponsored Students                         | Avoid service charges by making sure that your letter of credit, or sponsorship voucher, is in our office, SSB 150, by payment deadline. |  |

**Metro State Office of the Bursar, Student Success Building (303)556-6188**