Paying For College
Office of Financial Aid & Student Accounts
A self-service component where students manage their school-related activities, such as:

- View, Accept and Decline Financial Aid
- Web Registration & MyClass Schedule
- View Account Transactions
- Retrieve eBill statements
- Make Online Payments
- View MyGrades
- HUB:  [www.buffalo.edu/hub](http://www.buffalo.edu/hub)
Go to Registrar’s website, [www.registrar.buffalo.edu](http://www.registrar.buffalo.edu) for each student address description.
Holds

Your Holds

Hold Item

Unpaid Bill

Reason and Contact

Description: University at Buffalo
Start Term: Begin Term - Srvc Indicatr Use
Start Date: 04/27/2014
Reason: Past due bal 151+ days
Department: Stu Acad Records & Fin Srvcs
Contact:

Instructions

You have this hold because you must pay your past due balance. You will be unable to add courses, receive refunds, receive a transcript, produce enrollment verification or receive a diploma until this hold is resolved. In addition, failure to pay this past due balance may result in the account being turned over to a collection agency or the NYS Attorney General. For questions please contact Student Accounts at UBstudentaccounts@buffalo.edu, (716)645-1800 or 232 Capen Hall.
Financial Aid Advisors

- You are assigned to a Financial Aid Advisor based off of the first letter of your last name.

- Our goal is to provide personalized attention to students and families providing financial aid advisement and guidance throughout the financial aid process. This includes the following:
  - Review financial aid award letter
  - Special Circumstances
  - Financial Aid when studying abroad
  - Review federal loan history
  - Understanding SAP requirements in maintaining federal and state aid
  - Review federal loan consolidation and repayment options prior to graduation
Family Educational Rights and Privacy Act (FERPA)

- FERPA is a Federal Law that protects the privacy of student education records.
- In order for us to speak to your parents, regarding your financial aid and/or academic records, you need to grant them access.
- Form can also be found in the Student Response Center, in the Financial Aid Offices, and online at www.registrar.buffalo.edu.
- The form needs to be notarized, unless you can submit it at one of our locations. Picture ID is required for in-person drop off.
- This is different from you identifying an individual as an Authorized Payer for student account purposes.
### To Do List

<table>
<thead>
<tr>
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# Dependent Verification Form

**Aid Year:** 2016  
**Due Date:** 06/04/2015

Your FAFSA has been selected for the dependent student verification process. In this process, the University at Buffalo will be comparing information from your FAFSA with signed copies of your and your parents’ 2014 Federal IRS Tax Return and the information your family provides on the Dependent Student Verification form, which can be found at [http://financialaid.buffalo.edu/forms/index.php](http://financialaid.buffalo.edu/forms/index.php). For non-tax filers, UB will compare the FAFSA data with the information provided on the Dependent Student Verification Form. Submit the documents required along with the form within 2 weeks of receipt of this request. We cannot continue processing your financial aid or any appeal until we have complete and correct information.

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Maintaining Eligibility for Federal Aid

• Satisfactory Academic Progress (SAP) is the process used to determine that you are making acceptable progress toward a degree or certificate

• At the end of each payment period/semester, a review of your progress is conducted

• Failure to meet any of the three SAP standards may result in loss of federal aid eligibility

1. **Cumulative Grade Point Average (GPA):** minimum cumulative GPA of 2.75 (UB’s GPA only)
2. **Minimum Completion Rate for Attempted Credit Hours:** need to complete at least 75% of all cumulative attempted credit hours in order to be eligible for federal aid. Transfer credit hours posted to the official transcript record will be counted as attempted credit hours.

• If you fail to meet one or more of the above requirements, you will go on “FA Warning” for the semester following when the review was conducted. You can receive federal aid during the warning semester. If at the end of the “FA Warning” semester, the above criteria is still not met, then you will lose your federal financial aid.
For the loan(s) to disburse to UB and appear as a pending credit against the account balance, Federal Direct Loan borrowers must complete the following at www.studentloans.gov:

- Electronic Master Promissory Note (eMPN)
- Entrance Counseling (choose SUNY at Buffalo)
## Additional Loan Options

### Grad PLUS

- Federal loan, fixed interest rate (6.84%) to provide assistance up to the student’s COA. It is a credit based loan
- Credit check is required
- MPN is required along with the Entrance Counseling for the PLUS
- Apply at [www.studentloans.gov](http://www.studentloans.gov), log in using your FSA ID/password

### Alternative Loan

- Non-federal loan from an outside lending institution (lender or credit union)
- Credit-based loan, student will need credit worthy co-signer
- Lender Comparison List found on our website, [www.financialaid.buffalo.edu](http://www.financialaid.buffalo.edu)

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**Important:**

- School code: 002837
- The maximum amount you can request is the COA minus all awarded aid/loans
Disbursement of Aid & Refunds

Disbursement = the process of releasing financial aid and posting the funds directly to the student’s account

- Federal loans and institutional scholarships
  - Disbursement will begin on or after 8/31/15

Refunds = the process of taking the credit balance on a student’s account and returning it to the student
Helpful Websites/Resources

- UB Office of Financial Aid: www.financialaid.buffalo.edu
- UB Office of Student Accounts: www.studentaccounts.buffalo.edu
- UB Office of the Registrar: www.registrar.buffalo.edu
- Direct Loan MPN & Entrance Counseling: www.studentloans.gov
- PLUS application: www.studentloans.gov
- Federal Student Aid: www.studentaid.ed.gov
- TAP/NYS Scholarship application: www.hesc.ny.gov
- HUB Tutorial Guide: www.buffalo.edu/hub/students/howto.php
• Payment Options Link, opens a new window to QuikPAY

• Students must log in through this link in order to retrieve eBill statements, make online payments, enroll in Direct Deposit, and enroll in a Payment Plan
Billing Information

- eBill notification email sent to the student’s UB email address. Fall 2015 eBill notifications will be sent the week of July 27, 2015. The email will provide instructions on how to access the eBill via the HUB Student Center.

- Charges and/or adjustments are calculated daily and available for viewing in HUB Student Center.

- eBills include account activity (charges, payments, financial aid and refunds) up to the date they are produced. Subsequent activity will appear on the next eBill.
Billing Information

• Anticipated financial aid will appear on your eBill and will reduce the amount due

• You must pay the amount due on your eBill in full by the due date in order to avoid late fees and possible holds

• Your Payment Due Date appears in the upper right hand corner of the eBill
Billing Information

Fall 2015 eBill Issued:
- July 27, 2015*
- September 14, 2015**
- October 19, 2015
- November 23, 2015

Fall 2015 eBill Due:
- August 26, 2015
- October 14, 2015
- November 18, 2015
- December 23, 2015

* If registered for classes on or before July 26, 2015
** If registered for classes after July 26, 2015

NOTE: Payment Plan enrollees will refer to the payment due date in the Payment Plan Contract.
Billing Information

Charges include:

- Tuition and fees
- Housing and Food Service
- Student Medical Insurance (SMI)
  **You MUST complete SMI Waiver if you have your own coverage**
- New Student Fee (orientation)
- Campus Cash/Miscellaneous Charges
New York State Residency for Tuition Purposes

• View and understand requirements to apply

• Generally, eligibility for in-state tuition becomes effective one year after a student has established a New York State domicile.

• Graduate Assistants, Teaching Assistants, Research Assistants and Fellows
  • can be considered for residency for tuition purposes after one semester
  • the same application must be used and appropriate documentation provided as required but for a 6-month or one-semester period of time and not a full year
Graduate Tuition Remission/Scholarship

- Tuition remission/scholarships are applied to tuition charges only and might not equal the full amount of your bill. Other charges/fees not covered are your responsibility.

- View and understand the instructions

- If a tuition scholarship does not appear as a credit on your account, be sure to follow-up with your department/funding supervisor

- Must be a matriculated graduate student

- Be mindful of **deadline dates** for submission of forms
Student Center Payment Options in QuikPAY

- Set up a Payment Profile
- Set up Authorized Payer(s)
- View Current Account Activity
- View eBill (current and past statements)
- Make a Payment
- Review Transaction History (payments & electronic refunds)
- Enroll in Direct Deposit
- Enroll in a Payment Plan
Authorized Payers

- Students may designate someone, such as a parent, guardian or spouse, as an Authorized Payer.
- Only students can add or delete Authorized Payers.
- An Authorized Payer will be able to:
  - View and Pay Your Student’s eBills Online (Credit Card or eCheck)
  - View Transaction History (only transactions made by Authorized Payer)
  - Enroll in a Payment Plan
  - Enroll in Direct Deposit of Parent Plus Loan Refunds
Payment Methods

Online Payments
- All credit/debit card transactions must be done online through QuikPAY
- Credit/Debit cards with MC/VISA or Discover Logo are accepted*
- eChecks are also accepted online
- Student can set up authorized payers to pay their bill

*Note - Debit cards carry maximum daily limits - check with your financial institution

In Person/Mail Payments
- Cash (cannot be mailed)
- Checks (payable to University at Buffalo)
- Money Order
  University at Buffalo
  Student Response Center
  232 Capen Hall
  Buffalo, NY 14260

*Note - Credit card payments are not accepted at the in-person location
Payment Plan

- The University at Buffalo is partnered with Nelnet Business Solutions/QuikPAY to administer payment plans
- Payment Plan is available for fall and spring terms only
- Students who join in the fall will not automatically be enrolled for the spring
- Up to four(4) equal installments, depending on when you enroll
- The payment plan is not a loan program and the service is provided interest-free
- Enrollment fee is $45.00 per term and is non-refundable
• Enrollment in a Fall 2015 payment plan began on July 5th

• (Student) Enroll by logging into your HUB Student Center and clicking on Payment Options in the Finances section

• (Authorized Payer) Enroll through the Authorized Payer link found on Student Accounts website

• Only one payment plan is allowed per student
Direct Deposit

• Apply to have your financial aid or overpayment refunds directly deposited into your U.S. checking or savings account

• Sign up in your HUB Student Center by clicking on Payment Options in the Finances section

• The advantages:
  ✓ There’s no risk of your check being lost or stolen in the mail
  ✓ No need to cash or deposit your check at the bank
  ✓ Funds for direct deposit participants will be available sooner than receiving your refund by a paper check in the mail
Contact and Services Information

Financial Aid Office        Phone number:  (716) 645-8232     UBFA@buffalo.edu

115 Porter Quad, Building 2 (North campus)
M, W, Th:  8:30am-5pm
Tu:         9:30am-5pm
F:          10:30am-5pm

104 Harriman Hall (South campus)
M, W, Th:  8:30am-5pm
Tu:        10am-5pm
F:         11am-5pm

Student Accounts Office     Phone number:  (716) 645-1800    Ubstudentaccounts@buffalo.edu

Student Response Center (SRC)
232 Capen Hall   (North Campus)
M-F:          8:30am-4:30pm

• Assist with general questions about financial aid, registrar and student account information.