

- Fall 2009 charges are due on the first day of class: August 24, 2009**
  - a. Using Campus Connection, calculate the amount due:  
Tuition and Fees amount less Current Semester Anticipated Aid
  - b. A late fee of up to \$200 will be charged to the account if Fall 2009 are not paid in full by September 10, 2009.
  - c. See Student Account Services' website for more information regarding payment of tuition and fees and important dates and deadlines: [www.und.edu/dept/studentaccounts](http://www.und.edu/dept/studentaccounts)
  - d. Please verify that you were charged the correct tuition rate. In Campus Connection select **Student Center > Student Account Detail** to view your current charges.
- Graduate Waiver/Tuition Assistance**
  - a. Please be in communication with the Graduate School to make sure all your paperwork is in order for your waiver to be applied.
  - b. Graduate Waivers only cover tuition charges, all mandatory students fees are the students responsibility. Fees must be paid by the first day of class or a late fee may be assessed.
- Student Residency**
  - a. Your tuition rate will be determined by the information you provide on your Graduate School Application.
  - b. Please check your CampusConnection account to verify your tuition charges are being billed correctly.
  - c. If you feel that you have been charged incorrectly, please contact Student Account Services.
  - d. Minnesota Residents, please visit [www.getreadyforcollege.org](http://www.getreadyforcollege.org) to apply for the Minnesota Reciprocity tuition rate. Complete the application, print confirmation page and mail, deliver or fax to Student Account Services Office for tuition adjustment. Please make sure you complete this process at the beginning of the semester as there may be a time limit to grant reciprocity.
  - e. Please visit <http://www.und.edu/dept/studentaccounts/html/residency.htm> for more information regarding your residency and how it affects your tuition rate. The deadline for applying for the North Dakota Resident Tuition Rate is September 23, 2009.
- Payment Options**
  - a. Pay online through Campus Connection
    - i. To pay online log into your Campus Connection account and select **Campus Finances > View Statements/Pay Online Now**
    - ii. On-line payments post to your Campus Connection account immediately
    - iii. Payment options include:
      - a. e-Check - paying by electronic check is FREE!
      - b. Credit Card and Debit Card (MasterCard, American Express, and Discover); there is a 2.75% convenience fee if paying by credit card or if paying by debit card.
  - b. Include other payment options (ex. paying at Student Account Services, etc.)
    - i. Pay in Person at Student Account Services by cash or check only.  
Must provide valid photo ID.
    - ii. Mail payment to UND Student Account Services, Twamley Hall, Room 204, 264 Centennial Drive Stop 8373, Grand Forks, ND 58202-8373.
- Complete all steps to ensure financial aid posts to your account in a timely manner**
  - a. Contact the Student Financial Aid Office to verify that you have completed all steps required to receive your aid on time.

- b. Contact the Student Financial Aid Office if your Anticipated Aid for the current term is less than your tuition and fee charges.

*For example:* if your tuition and fee charges equal \$1,000 and your current term financial aid is equal to \$500, you need to pay \$500 by the due date to avoid the late fee. If you are unable to pay, you need to contact the Student Financial Aid Office for available options.

### **Activate your UND Pride Card**

- a. DO NOT THROW AWAY YOUR UND PRIDE CARD. Students will need the UND Pride Card to select their preference for receiving their excess financial aid and other refunds. The UND Pride Card will be mailed to your HOME address in Campus Connection.
- b. Select a refund preference using your UND Price Card by going to: [www.undpridecard.com](http://www.undpridecard.com)  
Refund options include:
  1. Direct Deposit to your existing bank account
  2. Deposit to a "OneAccount" with Higher One
- c. For more information, please visit our website at [www.und.edu/dept/studentaccounts](http://www.und.edu/dept/studentaccounts) or visit [www.undpridecard.com](http://www.undpridecard.com).
- d. If you fail to make a refund preference selection, there will be a significant delay in the processing of your refund. Please refer to <http://www.und.edu/dept/studentaccounts/html/pridecardfaqs.html#refund> for additional information.

### **Claim your U-mail Account**

- a. U-mail is the official means of email communication at UND; don't miss out on important information.
- b. To claim your account, go to <http://idm.und.edu/idm/user/login.jsp>
- c. If you prefer to use another e-mail account, you may forward your U-mail to your preferred email account. Log into U-mail, select Options, select Forward Mail, and enter your preferred email address. Be sure to select the "forward and delete" option so that your U-mail account does not exceed its storage limit.

### **Update/Verify your HOME Address in Campus Connection**

- a. It is very important that your contact information in Campus Connection is correct.
- b. Your UND Pride Card will be mailed to your HOME address in Campus Connection.

*Please note: Updating your address in Campus Connection will not update your address with Higher One (OneAccount); updating your address with Higher One will not update your address in Campus Connection.*

### **Authorize your family members to be Authorized Users to your Campus Connection Account**

- a. An Authorized User is able to:
  1. View your account in Campus Connection
  2. Make online payments to the your account
  3. Receive monthly E-bills
- b. Navigation for student to assign an Authorized User:
  1. Campus Connection:  
**Campus Finances>View Statements/Pay Online Now>Authorized User**
  2. Once in the online payment system, select "Authorized Users" and follow the steps to add an authorized user.
  3. Be sure that you give your authorized user the last four digits of your student ID#. They will need this for verification purposes when they log in.

#### **Fall 2009 Student Finance Calendar**

August 24, 2009:	Tuition and Fees and all other Campus Connection charges due
September 2, 2009:	Last day to withdraw from all regular academic session enrollment and receive a 100% refund of tuition and fees
September 8, 2009:	Financial Aid Disbursement begins
September 10, 2009:	Last day to pay and avoid a late fee
September 23, 2009:	Last day to apply for ND Resident Tuition Rate
October 2, 2009:	Last day to withdraw from all regular academic session enrollment and receive a 75% refund of tuition and fees; there are no refunds for dropped classes at this time
October 29, 2009:	Student Financial Aid Deferment Exceptions Expire; last day to pay and avoid a late fee of up to \$200 for those students previously granted deferments
November 1, 2009:	Last day to withdraw from all regular academic session enrollment and receive a 50% refund of tuition and fees, there are no refunds for dropped classes at this time
November 2, 2009:	Partial Refunds for withdrawal from UND no longer available

Student Account Services  
264 Centennial Drive Stop 8373  
Twamley Hall, Room 204  
Grand Forks, ND 58202-8373

#### **Office Hours:**

Mon, Wed, Thurs, Fri: 8:00am - 4:30pm  
Tuesday: 9:00am - 4:30pm

Phone: 701-777-3911  
Fax: 701-777-6300

[studentaccounts@mail.und.edu](mailto:studentaccounts@mail.und.edu)  
[und.edu/dept/studentaccounts](http://und.edu/dept/studentaccounts)