



# NEW STUDENT ORIENTATION

## STUDENT BUSINESS SERVICES

J.C. KELLAM BUILDING


ROOM 188

PHONE: 512.245.2544

EMAIL: [CASHIERS@TXSTATE.EDU](mailto:CASHIERS@TXSTATE.EDU)

WEBSITE: [WWW.SBS.TXSTATE.EDU](http://WWW.SBS.TXSTATE.EDU)


# OVERVIEW


 Functions


 Tuition Rates


 Electronic Billing

 Fall 2022 Payment Deadline

 Payment Plan


 Financial aid

 Payment Methods

 Emergency Loan/Short Term Loan

 Direct Deposit (eRefund)

 Accessing the Billing and Payment

 Questions

# FUNCTIONS



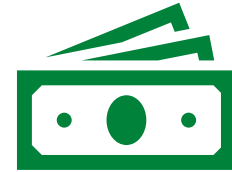
## Billing and Payment

Tuition, Fees, Room and Board  
Payment Plan Enrollment  
Emergency Loan Program  
Short-Term Loan



## Tuition Adjustments

Texas Tomorrow Fund  
Texas Promise Fund  
Tuition Waivers/Exemptions



## Refunds

Student and financial aid refunds  
Encourage direct deposit sign-up  
(fastest way to receive a refund)

# TUITION & MANDATORY FEE RATE OPTIONS

## 1. Traditional Tuition Rates

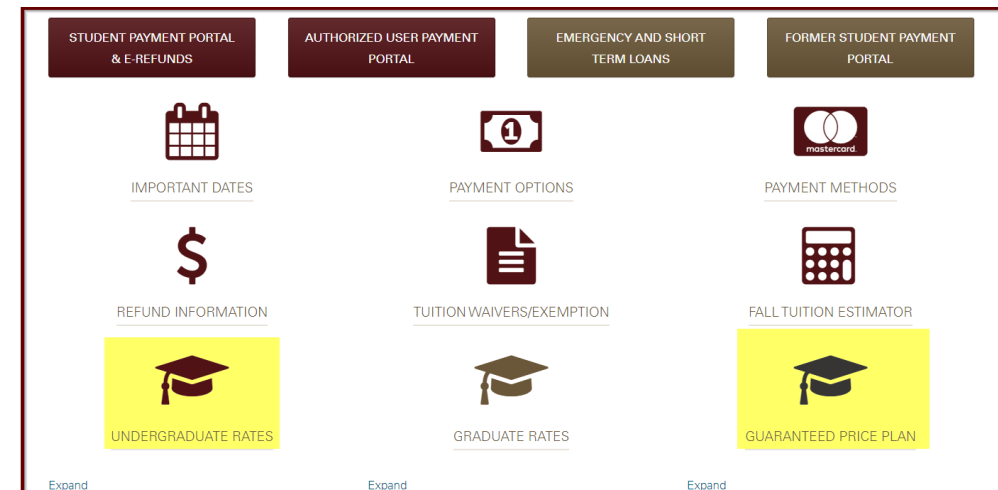
- Defaulted rates
- Tuition and Fees subject to change by legislative or Board of Regents

## 2. Guaranteed Price Plan

- Optional fixed tuition and mandatory fees
- 12 consecutive semesters
- Incoming degree seeking, undergraduate, Texas Residents
- Must Opt-In by 12<sup>th</sup> class day of fall/spring terms and 4<sup>th</sup> class day for summer

## How to learn more?

- Guaranteed Price Plan page on the Student Business Services website
- Frequently Asked Questions available
- Review archived tuition rates



## SEMESTER COST ESTIMATE

Example semester cost based on Fall 2022 rates for 15 credit hours

	<b>Texas Resident</b>	<b>Non-Resident</b>	<b>Guaranteed Price Plan</b>
<b>Tuition &amp; Fees 15 Hrs.</b>	\$5,925.50	\$12,045.50	\$6,388.70
<b>Room (Traditional)</b>	\$3,026.00	\$3,026.00	\$3,026.00
<b>Meal Plan (Bronze Plan)</b>	<u>\$1,390.00</u>	<u>\$1,390.00</u>	<u>\$1,390.00</u>
	<b>\$10,341.50</b>	<b>\$16,461.50</b>	<b>\$10,804.70</b>

**NOTE:** Room & Board are **not** included in the Guaranteed Price Plan

# ELECTRONIC BILLING

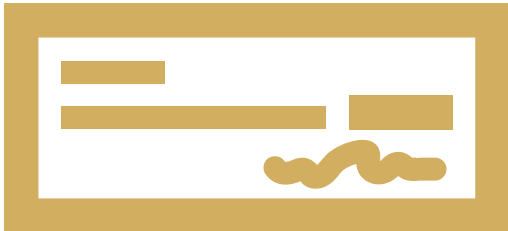
## Fall 2022 Bills

- Available August 1st
- Bills will be available for viewing on the Payment Portal

## Notifications

- Sent to BobcatMail (Texas State Email)
- Set up alternate email address and sign up for text message notifications in Payment Portal
- Designate Authorized User access for statement notifications, account balance, and payment options
- We will only send emails if **action is required**

# FINANCIAL AID DISBURSEMENT



- FA disbursement date: **August 12th**
- Will adjust total balance owed, and may result in a refund
- Refunds will begin processing week of August 15th
- Sign up for direct deposit to avoid delay
- If there is no e-refund account, a paper check will be mailed to the **local address** on file
- **Parent Plus Loan:** Parent is default recipient of refund unless otherwise specified

# SETTING UP DIRECT DEPOSIT

## Refunds



eRefunds puts money in your account...FAST!

No more trips to the bank or waiting for a paper check.

ALL Fall 2011 Students must re-enroll in Direct Deposit

Direct Deposit is the secure and convenient way to get your refund.

Set Up Account

### Direct Deposit Bank Account

Account Description	Actions
Your direct deposit account for refunds has not been set up.	<a href="#">Set Up Account</a>



## PAYMENT PLAN

- Splits the semester bill into 4 installments of 25%
- \$30 payment plan fee
- First installment due **August 18<sup>th</sup>** for class confirmation. FA will credit directly to this amount
- Other 3 installments to be due over the course of the semester
- Available when billing begins **August 1<sup>st</sup>**



# EMERGENCY LOAN PLAN



- Covers the 25% down payment of total semester bill to confirm classes
- Allows time for aid to disburse if there is a delay
- Automatically enrolled into payment plan
- \$30 payment plan fee | 1.25% origination fee
- Loan amount is divided into the 3 remaining installments
- Online application available on **August 13th**

# PAYMENT METHODS



Online eCheck payments at no additional cost



Online Credit/Debit card payments, with a convenience fee of 2.85%



Online International Wire Payments



Paper Check, Money Order, or Cashier's Check via the following (include student ID number):

Mail:

Texas State University  
Student Business Services  
601 University Dr., JCK 188  
San Marcos, TX 78666

Dropbox located outside of  
the Student Business  
Services' lobby

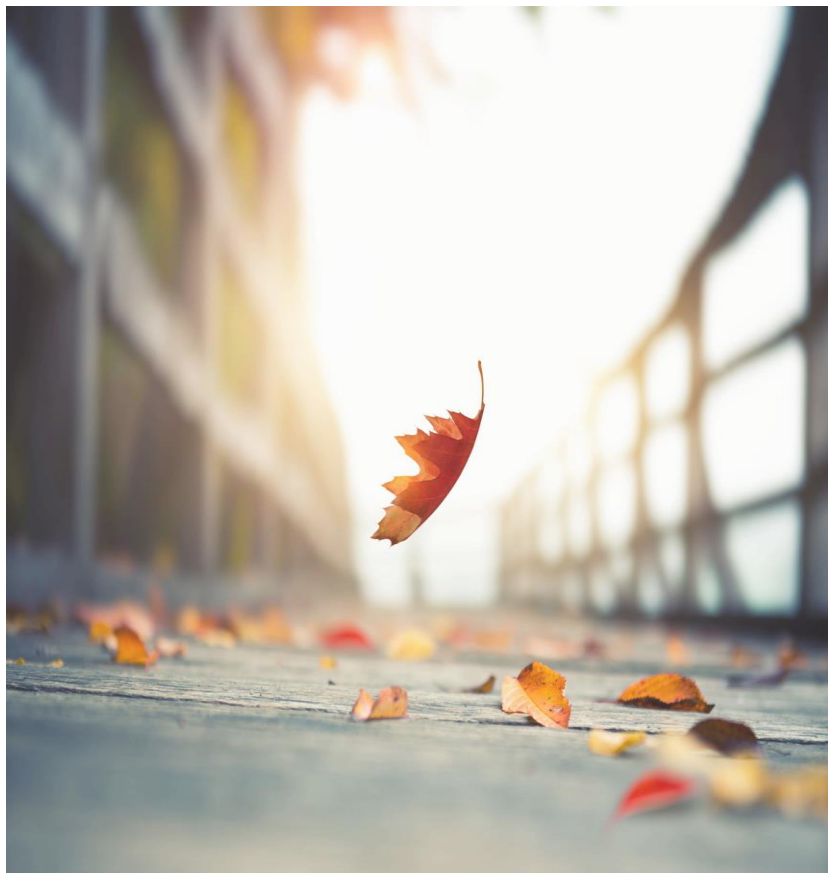
Cashier windows during normal  
business hours, Monday – Friday  
from 8:00am – 5:00pm

# SHORT TERM LOAN

- Borrow up to \$550.00 for related expenses
- \$5.00 origination fee
- Online application available on **August 13th**
- Loan is due on the final due date of the term:  
**November 10th**



# FALL 2022 PAYMENT DEADLINE

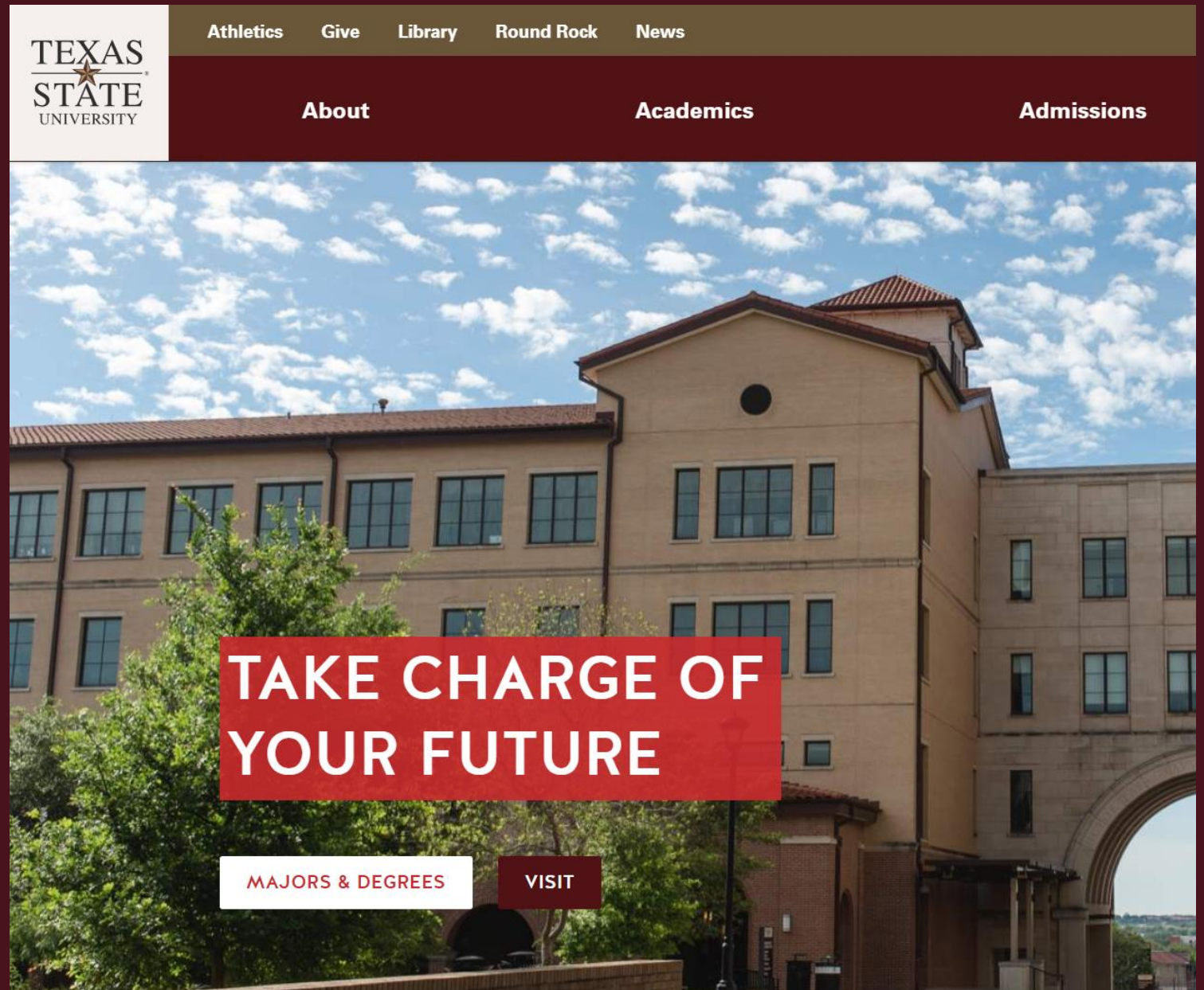


All payments are due by:

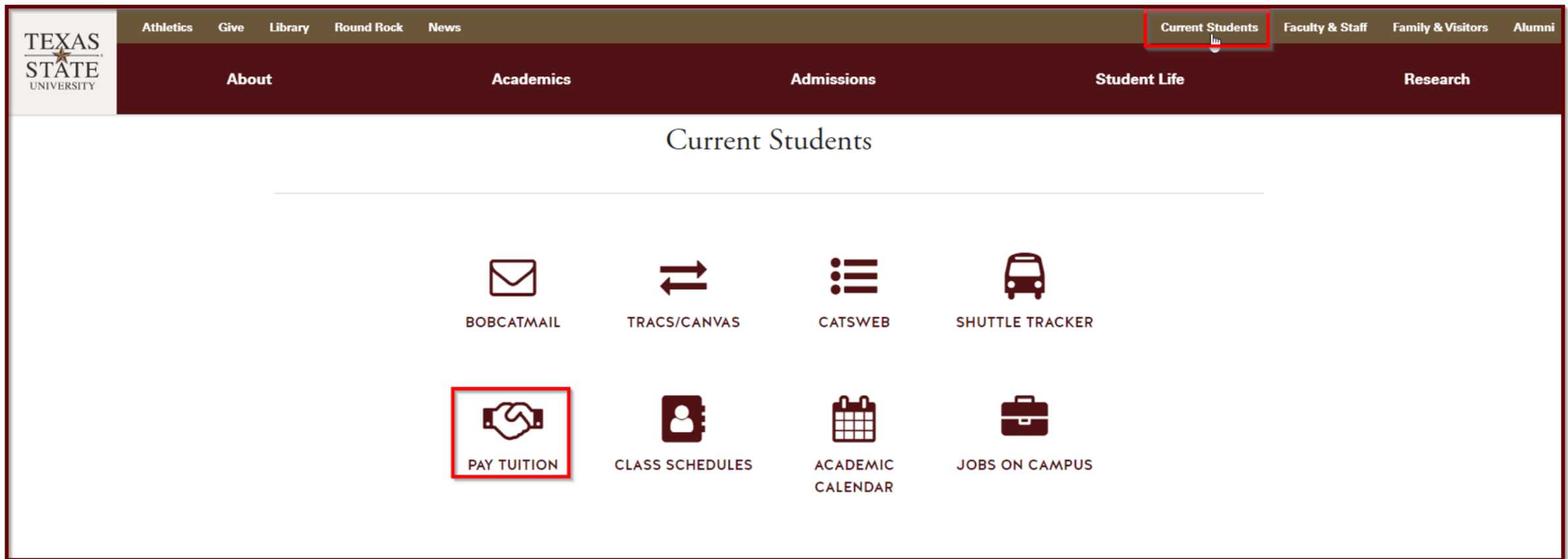
*Thursday, August 18, 2022*

**\*\*\* Payment action must be taken to avoid course cancellation \*\*\***

# ACCESSING THE BILLING AND PAYMENT SITE



# ACCESSING THE BILLING AND PAYMENT SITE



**Click the 'Current Students' link then select 'Pay Tuition'**  
**Accessible from the Texas State homepage**



# STUDENT LOGIN

## Pay Tuition and Fees

After logging in below, you'll be able to:

- Make tuition and fee payments
- Enroll in a payment plan
- Pay for room and board
- Print electronic statements
- Review account charges
- Sign up for electronic refunds

Preferred browsers to access the Payment Portal are Mozilla Firefox or Internet Explorer.

### Students

Click below if you are a registered student making your own payment.

STUDENT PAYMENT PORTAL

### Parents and Authorized Users

Click below if you are an authorized user making a payment on behalf of a registered student.

AUTHORIZED USER PAYMENT PORTAL

TEXAS  STATE®

NetID

Password

Login

> Forgot your password?

> Activate your NetID

Use of computer and network facilities owned or operated by Texas State University requires prior authorization. Unauthorized access is prohibited. Usage may be subject to security testing and monitoring, and affords no privacy guarantees or expectations except as otherwise provided by applicable privacy laws. Abuse is subject to criminal prosecution. Use of these facilities implies agreement to comply with the policies of Texas State University.

**Utilize NetID and Password to login**

**Billing and Payment Site Homepage**

[Home](#) [My Account](#) [Make Payment](#) [Payment Plans](#) [Refunds](#) [Help](#)


### Announcement

Welcome to the SBS Bill and Payment application!

Bills for summer 2018 will be available May 1, 2018. Payment is due by 5 pm, May 31, 2018.

Financial Aid refunds will be processed on Wednesdays. Please allow 24 to 72 hours for your funds to be available.

If your financial aid is not


 Save time when paying. Set up a preferred payment profile in the [Payment Profile](#) page.

### Student Account

Balance \$0.00





[View Activity](#) [Make Payment](#)

### Statements

Your latest eBill Statement 

[View](#)

### My Profile Setup

-  Authorized Users
-  Payment Profile
-  Electronic Refunds
-  Notifications


### Term Balances





# MY PROFILE SETUP

Payment Plans   Refunds   Help



Save time when paying. Set up a preferred payment profile in the [Payment Profile](#) page.

### Student Account





Balance \$0.00

[View Activity](#) [Make Payment](#)

### Statements

Your latest eBill Statement [View Statements](#)

### My Profile Setup

-  Authorized Users
-  Personal Profile
-  Payment Profile
-  Electronic Refunds

### Term Balances

Add an authorized user(s) to view student account information and/or make payments.

Add an alternate e-mail address and sign up for text message notifications to ensure that you do not miss important billing information.

Save time when making payments by setting up a preferred payment.

Sign up for direct deposit (eRefunds) to have residual funds be directly deposited to your bank account.

# AUTHORIZED USER LOGIN

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### Students

Click below if you are a registered student making your own payment.

STUDENT PAYMENT PORTAL

### Parents and Authorized Users

Click below if you are an authorized user making a payment on behalf of a registered student.

AUTHORIZED USER PAYMENT PORTAL

## Welcome to Texas State University Student Account Website!

Students: Click here to login

Authorized User

Login for parents or others who have been granted access.

Email:

Password:

Forgot Password

Login

### Welcome!

The Billing and Payment site allows students and their families to view statements, make payments, and manage the student account.

**NOTE:** Students must grant permission to parents, guardians, or employers through the student's authorized user process through the account suite.

### Website Features:

- Check your balance
- Make a payment
- Enroll in a payment plan
- View your account and payment history, including current and prior billing statements
- Sign-up for eRefunds (direct deposit)

Instructions on how to grant authorized user access, make payments, enroll in a payment plan, and sign-up for direct deposit can be found on the [Student Business Services website](#).

The payment site is not available from 10:00 p.m. to midnight daily due to maintenance.

## Billing and Payment Portal Homepage



My Account Make Payment Payment Plans Refunds Help

**Announcement**

Welcome to the SBS Bill and Payment application!

Texas State University has partnered with Western Union Business Solutions to offer a better way to send internal funds to pay for your tuition and fees. For more information go to the SBS Website.

Payment for summer 2020 is due by May 28, 2020. A payment plan is available.

Fall 2020 bills will be available the first week of August.

Save time when paying. Set up a preferred payment profile in the [Payment Profile](#) page.

**Student Account** ID: 123456789

Balance \$0.00

View Activity Make Payment

**Statements**

Your latest eBill Statement [View Statement](#)

View Statements

**My Profile Setup**

- Personal Profile
- Payment Profile
- Electronic Refunds

**Term Balances**

# FERPA AUTHORIZATION

- Separate from authorized user
- Required to discuss account specifics
- Set up through the Bobcat Family Portal
- More information can be found on the [University Registrar's Website](#)

3 ENROLLED HOURS	Less Than Half Time STATUS	None HOLDS	4.00 OVERALL GPA
\$2,130.00 FINANCIAL AID	None FINANCIAL AID REQUIREMENTS	None ADMITTED NEXT STEPS	2 VA BENEFITS

Go to my connections

Coronavirus (COVID-19)

close

# Student Business Services



[www.sbs.txstate.edu](http://www.sbs.txstate.edu)  
[cashiers@txstate.edu](mailto:cashiers@txstate.edu)  
512-245-2544



**Don't forget!**

**Fall 2022**

**Payment Deadline:**

*Thursday, August 18, 2022*

Save the  
Date!

Be  
Proactive!

Eat 'em  
up Cats!

Thank you

