NEW STUDENT ORIENTATION

STUDENT BUSINESS SERVICES

J.C. KELLAM BUILDING
ROOM 188
PHONE: 512.245.2544
EMAIL: CASHIERS@TXSTATE.EDU
WEBSITE: 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 12th class day of fall/spring terms and 4th 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
Example semester cost based on Fall 2022 rates for 15 credit hours

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

**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

<table>
<thead>
<tr>
<th>Account Description</th>
<th>Actions</th>
</tr>
</thead>
<tbody>
<tr>
<td>Your direct deposit account for refunds has not been set up.</td>
<td>Set Up Account</td>
</tr>
</tbody>
</table>
PAYMENT PLAN

- Splits the semester bill into 4 installments of 25%
- $30 payment plan fee
- First installment due **August 18th** 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 1st**
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.

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

- STUDENT PAYMENT PORTAL
- AUTHORIZED USER PAYMENT PORTAL

Utilize NetID and Password to login

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.

Billing and Payment Site Homepage

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

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

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

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

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.

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

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

- TXST
- My Account Make Payment Payment Plans Refunds Help
- Announcement
- Save time when paying, set up a preferred payment profile in the Payment Profile page.

- Student Account Balance
- Your latest eBill Statement
- View activity Make Payment

- My Profile Setup
- Personal Profile
- Payment Profile
- Term Balances
- Electronic Refunds
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
Don’t forget!

Fall 2022

Payment Deadline:

Thursday, August 18, 2022
Thank you