Contact Information

- Office Hours - Student Services Center (a.k.a. Round Building)
  - Monday - Friday 8:00 am - 5:00 pm
  - Hours are subject to change
- Phone Number
  - Office (361) 825-2600
  - Fax (361) 825-2143
- Web Site
  - SAIL - http://sail.tamucc.edu
  - General Information - http://businessoffice.tamucc.edu
    - Orientation Presentation is available on the web
- Email
  - Business.Office@tamucc.edu
Business Office Responsibilities

- **PAYMENTS**
  - Tuition and Fees
  - Emergency Tuition & Book Loans
  - Installment Plans
  - Exemptions/Waivers/3rd Party Billings

- **REFUNDS**
  - IRS Form 1098T (mailed by Jan 31 and also available online)
  - Tuition Rebates
  - Financial Responsibility Agreement – Required for all students who register at TAMUCC.
  - We Do Not Collect for Housing or Meal Plans
Ways You Can Pay!

- Checks
  (In person or Online – Converted to ACH)
- Cash
- SandDollar Card
  (Student ID declining balance)
- Cashier’s Check or Money Order
- Wire Transfers
- Financial Aid - Loans, Scholarships and Grants
- Master Card, Am. Express and Discover Cards
  (Online only) - *Convenience Fee* – 2.30%
- Debit Cards - In person with pin code
TUITION – FALL 2013

• Payment Due - **August 27, 2013**
  • Payments not received by due date will be assessed a $50 late payment fee
  • If a student is canceled for non-payment and is allowed to re-register a $100 reinstatement fee will be assessed
  • Classes beginning August 13th the payment is due August 6th.
• **ESTIMATED TEXAS RESIDENT - UNDERGRADUATE**
  • 12 HOURS = $ 3,586.10
  • 15 HOURS = $ 3,889.30
• **ESTIMATED NON-TEXAS RESIDENT - UNDERGRADUATE**
  • 12 HOURS = $ 7,834.10
  • 15 HOURS = $ 9,199.30
• Nursing & Health Sciences Majors pay an additional $170 per semester

Texas A&M University - Corpus Christi
Billing Adjustments

- All required documentation must be submitted prior to Aug 27 for Fall 2013.

- **Prepaid Tuition Plans**
  - Texas Guaranteed Tuition Plan
  - Texas Tuition Promise Fund

- **Third Party Billings**
  - DARS, Americorp, TX Workforce, Dept of Veteran’s Affairs, etc.,

- **Waivers and Exemptions**
  - Hazelwood, Blind, Deaf, Valedictorian, etc.,
  - Military Waiver, etc.,
Alternate Payment Methods

Installment Plans

- Offered Only in Fall & Spring
- Two Plans Available
  - 4 payments (25% each payment)
  - 3 payments (30%, 35%, 35%)
- $20 processing fee
- Payments must be received on or before the due dates to avoid a $25 late fee.
- 1\textsuperscript{st} payment due on 08/27/13 for Fall
- Available online only
- Non-payment by due date could result in the account being sent to a collection agency.
Installment Plans
Payments Due Dates for Fall 2013

• 3 Payments
  • 1st - 30% due on 08/27/13
  • 2nd - 35% due on 09/24/13
  • 3rd - 35% due on 10/22/13

• 4 Payments
  • 1st - 25% due on 08/27/13
  • 2nd - 25% due on 09/17/13
  • 3rd - 25% due on 10/08/13
  • 4th - 25% due on 10/29/13

Texas A&M University - Corpus Christi
Alternative Payment Methods

Emergency Loans

- Emergency Tuition/Book Loans
  - Short Term Loan (Fall 2013 - Due 10/29/2013)
  - $25.00 processing fee for each loan
  - Funds are LIMITED and will be issued on a first come first serve basis
  - Must have a Master Promissory Note on file
  - Start accepting applications approx. two weeks prior to the start of the semesters (Fall - 08/05/13)
  - Book Loan - max for full time student is $300 which is place on student ID to be utilized at the University Bookstore Only.
  - $25 late fee per loan not paid by due date
  - Non- payment by due date could result account being sent to a collection agency
Billing Statements

- No Bills are Mailed
  - Bills are periodically uploaded to the Student Account (SAIL)
  - An email is sent when a new statement has been loaded to a student’s account
- Reminder notices are sent by email to the islander email address
- Fall 2013 payments are due August 27th
- Registration, including adding classes, on or after the payment due date – Payment is due at that time
- Accounts are subject to an audit for correct charges and payments at any time
Online Features for SAIL Bill/Payment Suite

- E-Bills
- Text Messaging
- Enroll in:
  - Installment Plans
  - Emergency Tuition Loan
- Payment History
- Account Detail
- Authorized Users
- Schedule Payments
- Save Payment Methods
- Automation of some E-mail notices
- Financial Responsibility Agreement

How to get to the Bill/Payment Suite:
1. Login to SAIL
2. Click on Student
3. Click on Student Account
4. Click on Bill/Payment Suite
A **Refund** is a credit balances on the account after all charges have been paid.

Reasons for refunds to be generated:
- Withdrawal from the University
- Dropping a class
- Financial Aid change (Grants, Loans, Scholarships)
- Overpayments & other adjustments

Refunds are processed twice a week.
- by **Direct Deposit**, **Check** or **One Account**

Refunds processed in error must be returned.

1st set of refunds for Fall 2013 will be released around August 29th for those with credits as of August 27th at 10 am.
Higher One Partner Performs Refunds

- Higher One processes our refunds
- A “Easy Refund Card” will be sent after you register for your classes by Higher One
- Make sure that we have a valid billing address on SAIL
- Use Easy Refund Card number to make refund preference choice or a refund can not be disbursed
  - ACH to student’s bank
  - Check Mailed
  - Deposit to “One Account” if student chooses this banking option.
What to look for in the Mail!
TUITION REBATE

- Up to a $1000 refund after graduation.
- Must be a Texas Resident the entire time.
- Student must apply for rebate last semester of school with the Admissions & Records Office.
- Must have attempted no more than 3 hours over the requirements for the degree and complete the degree in 4 years.
- Refund will pay for:
  1. Balance owed to University
  2. Balance owed to any Federal Loans
  3. If student does not owe either of the above, a check will be mailed.
Family Education Rights to Privacy Act (FERPA)

- Students must give, in writing, permission for anyone to have access to their account.
- Forms are available at the Admissions & Records Office.
- For more information see the University Catalog.
Financial Aid

- All required documents and processes must be completed prior to the payment deadline to avoid late fees and being dropped for non-payment

- Freshman First Time Borrower - Stafford Loans have a 30 day waiting period

- Private Scholarships
  - Turn the information or checks in to the Office of Financial Assistance for processing
  - Count towards a student’s award
  - Will Not count toward the Tuition and Fees payment until they are received and posted to the student’s Business Office account
Financial Aid Continued...

- Office of Financial Assistance releases a student’s financial aid to the Business Office to pay Tuition and Fees first then the Business Office refunds any excess aid to the student via Higher One.

- Students receiving Financial Assistance must maintain Satisfactory Academic Progress (SAP) to continue receiving Financial Assistance.

- For more information on Financial Aid contact the Office of Financial Assistance at (361) 825-2338, option #3.
QUESTIONS

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