



Utica College Payment Guide Graduate Students FALL 2017

Utica College's Payment Plan for Ground Graduate students allows you to pre-register for Fall and pay your tuition in four (4) scheduled payments (see calendar below). **There is a \$75 fee to enroll in the Payment Plan.**

<u>Fall 2017 Semester Dates</u>			
Health Insurance Waiver opens	June 1, 2017	Deadline to Waive Health Insurance	September 15
Payment in Full Due	August 22	3 rd Installment due	October 22
1 st Installment due	August 22	4 th /Final Payment	November 10
Classes Begin	August 28	Spring Registration Begins	November 13
2 nd Installment due	September 22	Classes End	December 15

If payment in full or an active and up-to-date payment plan is not in effect by **October 22, 2017**, you will be assessed a **\$50 late fee**. In addition, a hold may be placed on your account which may prevent you from registering for Spring 2018.

Set Up Your Payment Plan

If you wish to make a payment in full, enroll in the Payment Plan, or simply review your student account, please log in at <http://bannerweb.utica.edu> and choose the following menu links:

[Student Services](#) > [Student Account](#) > [Access My Account](#)

- If you elect to pay your balance in full, please click * [Make Payment](#).
- If you opt for the Payment Plan for the Fall 2017 Semester, please click * [Enroll in the Fall 2017 Graduate Campus Payment Plan](#). Please note, enrollment in the Fall Payment Plan opens on May 22, 2017.

***Our secure payment site CANNOT do automatic payments from your bank account nor your credit card. You must go into the payment site and initiate the payment each time. It will, however, give you the option to save your bank account or credit card information if you wish to do so.**

Health Insurance Waiver

All full-time students are required to carry Health Insurance. A charge of \$700.00 will be applied to your bill at the time of full-time registration. If you have private health insurance, and wish to waive the charge from your bill, you must log on to: <http://www.haylor.com/college/utica-college/>. **The waiver period opens on June 1, 2017 and the deadline to waive the charge is September 15, 2017.** Please note that information you provide regarding your insurance will be verified. Students who have been found to not have health insurance will automatically be re-enrolled in UC's Health Plan and will be charged accordingly.

Opening a Book Line of Credit (BLOC)

You can open a Book Line Of Credit (BLOC) for the semester if:

- you have filed a valid 2017-2018 FAFSA (www.fafsa.ed.gov)
- your Title IV authorization has been completed and accepted (www.utica.edu/titleIV)
- your financial aid package exceeds the amount of your outstanding charges
- you have completed and submitted the BLOC application (www.utica.edu/sfsforms)
- all verification requirements are complete

All books should be ordered for all sessions at the beginning of the semester.

If you have any questions please contact the Office of Student Financial Services at 315-792-3179.

IMPORTANT

If you do not plan on attending the Fall 2017 semester please notify the Office of the Registrar at registrar@utica.edu and the Office of Student Financial Services at sfs@utica.edu.