



Utica College Payment Guide On-line/ABSN Students Spring 2019

Utica College's Payment Plan for online students allows you to pre-register for all Spring sessions (D1, D2 and D3 – if applicable), and pay your tuition in four scheduled installments (see calendar below). **There is no charge to enroll in the Payment Plan!**

<u>Spring 2019 Semester Dates</u>			
BLOC opens	Dec 16, 2018	3 rd Installment due	March 8
Payment in Full Due	Jan 8	D1 Session ends	March 8
1 st Installment due	Jan 8	D2 Session begins	March 11
D1/D3 Session begins	Jan 14	4 th /Final Payment due	April 8
BLOC Closes	Jan 29	D2/D3 Sessions end	May 3
2 nd Installment due	Feb 8		

If payment in full or an active and up-to-date payment plan is not in effect by **January 9, 2019**, you may be assessed a **\$50 late fee**. In addition, a hold may be placed on your account which may prevent you from registering for Fall 2019.

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 Spring 2019 Semester, please click * [Free Enrollment in the Spring 2019 Payment Plan](#). Please note, enrollment in the Spring Payment Plan opens on December 3, 2018.

***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 ABSN students are required to carry Health Insurance. A charge of \$629.80 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 December 1, 2018 and the deadline to waive the charge is January 26, 2019.** 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 2018-2019 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 and ask for Sandra, Andrea, or Kyle.

IMPORTANT

If you do not plan on attending the Spring 2019 semester please notify the Office of the Registrar at registrar@utica.edu and the Office of Student Financial Services at sfs@utica.edu.