

## **\*\* Student Billing Information \*\***

### **Payment Agreements**

All students are *required* to submit a Payment Agreement. Students should submit their payment agreement by **June 10**. All students must complete a payment agreement prior to registration for classes. The payment agreement is submitted online: [www.rochester.edu/adminfinance/bursar/](http://www.rochester.edu/adminfinance/bursar/). If you do not know your NetID, click on "What is NetID?/Help". On the next screen you will be prompted to set up your NetID. Please have your student ID handy to complete this step.

When prompted, please indicate that you are a **matriculated** student. In the last field, "Electronic Signature", please type your full name.

The student may change their payment option or billing address at any time by submitting a new payment agreement online. These requests must come from the student. The student is responsible for notifying the Bursar's Office if their billing address changes at any time, and is responsible for all late payment fees resulting from delays in the delivery of the Statement.

### **Payment Options**

The University offers **undergraduates** three options for payment of tuition and fees for the academic year:

1. **Monthly Payment Option:** 4 monthly payments for each semester. Payment due dates: **8/10, 9/10, 10/10** and **11/10** for the first semester and **12/10, 1/10, 2/10** and **3/10** for the second semester. A \$25.00 Administrative Fee is charged each semester.
2. **Semester Payment Option:** 1 payment for each semester. Payment due dates: **8/10** for the first semester and **12/10** for the second semester.
3. **International Payment Option:** For students with an international billing address only. First semester charges are billed **7/15**, due **9/10**. Second semester charges are billed **11/15**, due **1/10**. **Payment must be in U.S. dollars and drawn on a U.S. bank.**

A Prepaid Tuition Plan is available to undergraduate students making it possible for incoming freshmen to prepay four years of tuition at the rate in effect during the year of initial enrollment. Enrolled students may join the Plan at the beginning of the fall semester, as long as four or more semesters remain in their undergraduate program. The tuition rate charged is the rate in effect at the time they join the Plan. More information on the Plan is available by contacting the Bursar's Office at (585) 275-3931 or online at [www.rochester.edu/adminfinance/bursar/prepaid.htm](http://www.rochester.edu/adminfinance/bursar/prepaid.htm).

Acceptable forms of payment are check, money order or cash, if paid in person. Checks should be made payable to *University of Rochester* and the student ID# should be noted on the check. Payment must be in U.S. dollars, and drawn on a U.S. bank.

Please note: payments made via an on-line bill payment service are converted to a paper check when submitted to the University. Please allow extra time for processing.