That's Dominican.
Amazing possibilities.

Accepted Students Day
April 18, 2015
Student Accounts
Lewis Hall Room 119

**Summer Office Hours**
Monday and Thursday
8:30 am – 6:30 pm
Tuesday, Wednesday, & Friday
8:30 am – 4:30 pm

**Fall/Spring Office Hours**
Monday thru Thursday
8:30 am – 7:00 pm
Friday
8:30 am – 4:30 pm
What We Do...

Serve and assist the student with managing their student account by:

• Taking payments
• Assisting with setting up payment plans
• Cashing checks less than/up to $50.00
• Issuing paychecks to students who work on campus through the Work Study Program
Tuition Bills

• Students are emailed at the beginning of each semester to notify them that their e-Bill has been generated. The student then must go to CASHNet to review their bill.

• Tuition is due in full, by the first day of class: (Fall: August 31, 2015 & Spring: January 13, 2016)

• The tuition bill is **not** finalized, changes can be made. Students should check their e-Bill on a monthly basis.

• Student will receive an email each month after bills are updated and published.
Payment Options

Payment is due in full by the first day of class

- Student Accounts accepts cash, check or money orders
- Credit card payments MUST be done online via the secure site CASHNet
  - MasterCard, Discover, and American Express-2.75% convenience charge
  - eChecks
- Third party payments, College Savings Plans, etc. – notification is due prior to the first day of class.

- There is a $90.00 deferment fee applied to unpaid accounts in the first month of each semester. 1% finance charge after the 5th day of each month that the balance remains outstanding
Payment Plan

• Students must enroll online via CASHNet
• 5 payments per semester (fall & spring)
• First payment must be made online
• 45.00 enrollment fee each semester
• One payment due per month on the 5th
• Automatic payment option available
• Must re-enroll each semester
Refunds

Refunds for overpayments are processed after the add/drop date each semester. Loans must be posted before a student can receive a refund.

- eRefund – sign-up online – money deposited into students’ checking or savings account
- Paper check - $3 charge and check mailed to students’ home address
Refund Schedule

Summer

- DROPS during the first week - 100% refund
- WITHDRAWALS during the second week - 80% refund
- WITHDRAWALS during the third week – 40% refund
- WITHDRAWALS during and after the fourth week – NO REFUND

Based upon the date of completion of the appropriate academic withdrawal or drop paperwork

Fall / Spring

- DROPS during the first week - 100% refund
- DROPS during the second week - 80% refund
- WITHDRAWALS during the third week - 60% refund
- WITHDRAWALS during the fourth week - 40% refund
- WITHDRAWALS during the fifth week - 20% refund
- WITHDRAWALS during and after the sixth week - NO REFUND
Other Services

• $500.00 bookstore credit upload for every registered student each semester

• Student pay checks are available on the 6th of every month, unless the 6th is a weekend - checks will be available the previous Friday

• Student Insurance:
  • Students can enroll in the insurance plan online at www.dominicaninsurance.com
  • Students can only charge insurance to an account if there is a credit balance.
  • Proof of insurance is due August 1, 2015. Providing proof of insurance is done on-line through the website referenced above.
Contact Information

• Terri Shimkus-Bursar
  • 708-524-6487
  • tshimkus@dom.edu

• Vera Hajduk – Customer Service
  • 708-524-6767
  • vhajduk@dom.edu

• Norma Lesniak-Cashier
  • 708-524-6769
  • nlesniak@dom.edu

• Student Accounts email: bursar@dom.edu
That’s Dominican.

Amazing possibilities.

Have a great visit!