



IMPORTANT SUMMER 2017 DATES AND DEADLINES

PLEASE NOTE

Enrollment will not be cancelled for non-payment or non-attendance. It is the student's responsibility to drop their classes if they do not plan to attend. Failure to do so will result in charges incurred on the student's

1. TUITION AND FEE PAYMENT DEADLINE

Friday, June 2, 2017

All Students: You are expected to attend all classes in which you are enrolled. If you do not attend or stop attending classes and fail to personally drop by the drop deadline, you will be responsible for all tuition and fees. You are responsible for paying all charges on your account by the payment due date, even if you do not receive a bill, or your account is being paid by another party. Payment in full must be received by the Office of the Cashier (SSB 140) by 5:00 PM or a 4% service charge will be assessed on the outstanding balance. Financial aid students can avoid service charges by verifying that aid is awarded.

In-State Residents: Apply and authorize the use of the COF stipend towards your tuition before payment deadline to avoid service charges on the state-paid portion of your tuition. For information go to www.msudenver.edu/cof/.

Sponsorship: Sponsor documents are due in the Office of the Bursar (SSB 150) by 5:00 PM or student will be responsible for all applicable service charges.

Veterans Education Benefits: The Certification Request Form must be completed at <http://www.msudenver.edu/registrar/veteranseducationbenefits/> by 5:00 PM or student will be responsible for all applicable service charges.

2. REFUND POLICY FOR DROPPING FULL TERM COURSE(S)

For 100% credit of tuition and fees:
Monday, February 27, 2017 - Thursday, June 8, 2017

For 50% credit of tuition, 100% credit of fees:
Friday, June 9, 2017 –Tuesday, June 13, 2017

If you drop a course and then register for another course during the 50% drop refund period, and the transaction does not result in a net reduction in credit hours, no penalty will be assessed.

NO tuition and fee credit will be available after Tuesday, June 13, 2017. If you withdraw and add courses, you will be charged full tuition and fees for the course(s) withdrawn from and full tuition and fees for the course(s) added.

REFUND POLICY FOR PART-OF-TERM CLASSES

The drop dates are different for part-of-term classes. If you have any number other than 1 under the first column (titled P) of your statement, you have a part-of-term class. Specific refund dates for part-of-term classes can be found on your Student Detail Schedule within your Student Hub.

Summer 2017 Payment Guide

Plan	Benefits	Details
One and You're Done	Greatest Savings	Pay in full by payment deadline and avoid all service charges. One single payment. Fast and Easy! This plan option allows you to dedicate your time to study rather than finance.
Balloon Plus Two	Cost Effective	Make your largest payment possible by payment deadline and pay the balance in two monthly payments. This payment trio greatly reduces the 4% service charge on payment deadline.
Three and Equal	Keeps You Going	Make three equal monthly payments according to the due dates below.
Date Due	Payment	Details
June 2, 2017	First Payment Due	4% service charge added to outstanding balance. Payment Deadline is at 5:00 p.m.
July 12, 2017	Second Payment Due	1.5% service charge added to outstanding balance. Remember, one month left to pay in full.
August 8, 2017	Last Payment Due	1.5% service charge added to outstanding balance. Unpaid balance is considered past due.
Past Due Accounts and Balance Due Holds		
July 13, 2017	Balance Due Hold	These holds are placed on all unpaid accounts without exception! This means no class registration, no grades, no transcripts, no diploma! Balance Due Holds are bad business for your education.
Don't be left out because you have a hold!		Get the classes you want on the days and times you want them. Protect your registration status by keeping your student account current at all times!
Special Population Information		
Financial Aid	Avoid service charges by making sure your financial aid file is completed at the Office of Financial Aid, SSB 130, by payment deadline.	
Outside Scholarships	Avoid service charges on your account by taking a copy of your award notice to the Scholarship Center, SSB 130, by payment deadline.	
Non-Residents	Non-resident contracts will no longer be offered; therefore, your courses will NOT be canceled due to non-payment.	
Sponsored Students	Avoid service charges by making sure that your letter of credit, or sponsorship voucher, is in our office, SSB 150, by payment deadline.	

Metro State Office of the Bursar, Student Success Building (303)556-6188