

**THE COLLEGE OF NEW JERSEY
OFFICE OF STUDENT ACCOUNTS
SPRING 2016 BILLING CALENDAR**

Students are responsible for checking PAWS on a regular basis. It is possible for changes to occur between billing cycles.

COLUMN 1*	COLUMN 2*	COLUMN 3*	COLUMN 4*
MONTH CHARGES APPLIED TO STUDENT ACCOUNT	EMAIL SENT TO STUDENT'S TCNJ EMAIL	PAYMENT DUE DATE	LATE PAYMENT FINE AND HOLDS APPLIED TO STUDENT ACCOUNT
NOVEMBER 2015 / DECEMBER 1 – 9, 2015	INITIAL SPRING BILL DECEMBER 10, 2015	JANUARY 8, 2016	GRACE PERIOD
MONTH OF DECEMBER AFTER THE 9 TH , 2015	JANUARY 11, 2016	JANUARY 25, 2016	GRACE PERIOD
ALL STUDENTS WHO RECEIVED AN E-MAIL REGARDING THEIR BILL FOR SPRING 2016 MAY BE SUBJECT TO DE-REGISTRATION IF THEIR BILL IS NOT PAID IN FULL BY THE JANUARY 25TH DUE DATE (FIRST DAY OF CLASSES).			
JANUARY 2016	FEBRUARY 5, 2016	FEBRUARY 19, 2016	FEBRUARY 26, 2016
FEBRUARY 2016	MARCH 8, 2016	MARCH 22, 2016	MARCH 29, 2016
MARCH 2016	APRIL 4, 2016	APRIL 18, 2016	APRIL 26, 2016
APRIL 2016	MAY 2, 2016	MAY 16, 2016	MAY 23, 2016
MAY 2016	JUNE 6, 2016	JUNE 20, 2016	JUNE 28, 2016

*Example: If any charges (tuition/fees/room/board/fines, etc...) appear on the student account during the month listed in column 1, the student will be notified with an official TCNJ e-mail on the date showing in column 2. The balance must be paid by the date listed in column 3 otherwise a late payment fine, registration hold, and transcript hold will be applied on the date listed in column 4.

An official TCNJ email will be sent to students advising them to check their e-bill via PAWS. The payment due date will also be included in the email and stated on the e-bill. **STUDENTS ARE RESPONSIBLE FOR NOTIFYING THE RESPONSIBLE BILL PAYER AND/OR SIGNING UP THE RESPONSIBLE BILL PAYER TO RECEIVE EMAIL BILLING NOTIFICATIONS. Please visit PAWS Self Service and click on the Auxiliary Access link.**

For information regarding payment options and mailing addresses go to <http://www.tcnj.edu/~sfs/account/payoptions.html>. Please write the student's PAWS ID number on all correspondence to the College. Failure to do so may result in a significant delay in processing payments.

All scholarship checks must be sent directly to The Office of Student Accounts, Green Hall 119, Ewing, NJ 08628-0718. Please include the student's PAWS ID number on the check.

ALL BILLING NOTIFICATIONS ARE SENT ELECTRONICALLY VIA EMAIL.