



TCNJ
THE COLLEGE OF
NEW JERSEY

The Office of Student Accounts



Making Your Transition A little Easier

Topics of Discussion

- ◎ Authorized User
- ◎ Cost of Attendance
- ◎ Bill Dates
- ◎ Payment Methods
- ◎ Parking
- ◎ Other “Goodies”

Authorized User Access

- By law, TCNJ can only communicate billing and payment information to the registered TCNJ student.
- Student's can grant permission to their parent(s) or guardian(s) to have access to their account and the ability to communicate with college officials through our Authorized User feature. We will communicate with you as openly as possible between now and early July 2019.
- We operate in accordance to the Family Educational Rights and Privacy Act (FERPA) from 1974
- For more information on FERPA, please visit: <http://recreg.tcnj.edu/student-privacy-rights/#what>
- For more information on TCNJ's Authorized User feature, please visit: <http://authorizeduser.tcnj.edu/>



2018-2019

Undergraduate Direct Cost

2019-2020 rates will be released in mid-July

<u>In-State</u>	<u>Fall '18</u>	<u>Spring '19</u>	<u>Year</u>
Tuition	\$ 6,473.74	\$ 6,473.74	\$ 12,947.48
Fees *	\$ 1,811.86	\$ 1,811.86	\$ 3,623.72
Room & Board **	\$ 6,823.63	\$ 6,823.63	\$ 13,647.26
Total	\$ 15,109.23	\$ 15,109.23	\$ 30,218.46
<u>Out-of-State</u>	<u>Fall '18</u>	<u>Spring '19</u>	<u>Year</u>
Tuition	\$ 12,331.07	\$ 12,331.07	\$ 24,662.14
Fees *	\$ 1,811.86	\$ 1,811.86	\$ 3,623.72
Room & Board **	\$ 6,823.63	\$ 6,823.63	\$ 13,647.26
Total	\$ 20,966.56	\$ 20,966.56	\$ 41,933.12

* **Student Health Insurance** - \$1,652.00 for 2018-2019. If you do not waive the coverage, the fall fees will increase by this amount.

** **Cost of room and an average meal plan. Could differ based on meal plan selected.**

Bill Due Dates

ACADEMIC YEAR 2019 - 2020 BILLING CALENDAR

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

Online: <http://studentaccounts.pages.tcnj.edu/billing/billing-calendar/>

MONTH CHARGES APPLIED TO STUDENT ACCOUNT	EMAIL SENT TO STUDENTS TCNJ EMAIL	PAYMENT DUE DATE	LATE PAYMENT FINE AND HOLD APPLIED TO STUDENT ACCOUNT
FALL JULY 2019	INITIAL BILL WEEK OF JULY 22ND	2 ND WEEK OF AUGUST	GRACE PERIOD
SPRING NOVEMBER 2019	LATE NOVEMBER	3 rd WEEK OF DECEMBER	GRACE PERIOD
STUDENTS WHO HAVE BEEN BILLED FOR EACH SEMESTER ARE SUBJECT TO DE-REGISTRATION FROM SEMESTER CLASSES FOR NON-PAYMENT			

- An official TCNJ email will be sent to students advising them to check their student account in PAWS to see the bill
- Students are responsible for notifying the responsible bill payer and/or signing up the responsible bill payer to receive e-mail billing notifications.

All billing notifications are done electronically via e-mail.

Online Payment Methods

Credit Card

Credit card payment accepted electronically only via PAWS

TCNJ accepts



Our credit card processor currently charges a 2.75% convenience fee. Third party vendor keeps the convenience fee.

E-Check

The funds can be debited from a U.S. checking or savings bank account in U.S. dollars.

Please be sure to have your **routing and checking account number** readily available to complete this transaction.

A sample check form from Union Bank of California. The check is dated 1001 and is payable to THOMAS B. ANDERSON, MARY ANDERSON, 123 Mt. Pleasant Rd., Anytown, USA 12345. The check number is 1001. The routing number is 21000497, the account number is 234567890, and the check number is 1001. The check is marked as a sample.

THOMAS B. ANDERSON
MARY ANDERSON
123 Mt. Pleasant Rd.
Anytown, USA 12345

1001

DATE

SAMPLE

FAY TO THE ORDER OF

UNION BANK OF CALIFORNIA

MEMO

⑆21000497⑆ 234567890⑆ 1001⑆

1. Routing Number 2. Account Number 3. Check Number

Checks drawn off of credit line accounts (money market checks or home equity checks) are not accepted.

Payment In Person & By Mail



You may pay with

- **Cash (in-person only)**
- **Check**
- **Money order**



Checks shall be made payable to The College of New Jersey

Payment by check or money order may be sent to our bank's lock box:

**The College of New Jersey
Office of Student Accounts
PO Box 781791
Philadelphia, PA 19178-1791**

PLEASE do not send scholarship checks to the lock box.

The student's name and TCNJ PAWS ID number should appear on the check.

Tuition Payment Plan

**Semester Plan – Fall and Spring
5 Months each semester / 5 Payments**



- **Covers just the semester bill, enrollment fee of \$25 per semester(2018-2019)**
- **Fall semester - July 25th to November 25th**
- **Spring semester - December 25th to April 25th**
- **Enrollment begins in July for Fall semester and November for Spring semester**
- **Enrollment deadline for Fall: September 4th Spring: February 4th**

Payments due on the 25th of each month

No credit check or co-signer needed; this is NOT a loan

Student Injury and Sickness Insurance Plan (SISIP)

**Annual Undergraduate
Cost: \$1,652.00
(for year 2018-2019)**



Billed only in the Fall

Student Health Insurance

[HOME](#)

[LAWS](#)

[WAIVER/ENROLLMENT](#)

[EXPIRING ACADEMIC YEAR 2017-2018 PLAN](#)

WELCOME

Pursuant to New Jersey law, The College of New Jersey is required to offer student health insurance coverage to its full-time students. The College of New Jersey meets the requirements of the state law by offering student health insurance coverage to its full-time students. The plan being offered for Academic Year 2018-2019 is through Aetna Student Health. Full-time students are automatically billed for the full amount of the insurance on their term bill by the Office of Student Accounts. Full-time students have the opportunity to waive/opt out of this coverage by providing evidence of health insurance coverage to the insurance company by the waiver deadlines established by the College.

Recent Updates

[Information to all students regarding student health insurance offering for Academic Year 2018-2019](#)

[Information to all full-time students regarding mandatory health insurance waiver & enroll process for Academic Year 2018-2019](#)

INFORMATION

[Claims, Policy Information, Dependent Coverage:](#)

Aetna Student Health Customer Service:

Phone: 1-877-480-4161

[Website](#)

[Waiver and Enrollment, Student Billing:](#)

The College of New Jersey's Office of Student Accounts:

Phone: 609-771-2172

Email: ship@tcnj.edu

[Website](#)

Campus Address: Green Hall, Room 119

[Using the plan at Student Health Services:](#)

The College of New Jersey's Student Health Services

Phone: 609-771-2889

*** PLEASE NOTE : This is not the same as the form required by Health Services!**

Tuition Insurance Plan

**Optional Tuition Refund Insurance, through GradGuard, covers the cost of tuition and related fees should a student have to withdraw or leave of absence from the College for unexpected health-related reasons.
Cost based on amount of coverage desired.**

Fall Withdrawal Cycle	TCNJ Refund	Insurance Pays	Total Refund
Aug 27 - Sept 4	100%	0%	100%
Sept 5 - Sept 17	75%	25%	100%
Sept 18 - Oct 1	50%	50%	100%
After Oct 1 st	0%	100%	100%

Enrollment into the Tuition Refund Insurance policy must be completed by the first day of the Fall 2019 semester

More Info: <http://studentaccounts.pages.tcnj.edu/insurance/tuition-refund-insurance/>

Parking

Commuters

- May have a vehicle on campus with a valid decal
- Decals may be obtained through CARS, our web-based parking system, and cannot be requested in person
- Decals cost \$111.96/year (2018-2019)

Parents

- Must obtain a Visitor's pass from the Information Booth in front of Trenton Hall or Campus Police



Freshmen Residents

- Are NOT eligible to have a car on campus, however exceptions are made, visit <http://parking.pages.tcnj.edu/>
- Can purchase up to two weekly passes to park on campus each semester (\$20.00/week) (2018-2019)



TCNJ Student ID Card

◎ Your TCNJ student ID is used for:

**Photo
identification**

**Entrance to
campus
buildings,
fitness facilities
and labs**

**Library
services**

**Admittance
to campus
events**

**Access to your
meal plan in the
Eickhoff Dining
Hall**

If lost/stolen, a new TCNJ ID can be obtained from the Office of Student Accounts in Green Hall 119 for a fee of \$10.00* (cash or check)

** subject to change*

Get-It Card

Students

- ◉ **Money to spend on campus in the bookstore, printing, etc.**
- ◉ **Your points from your meal plan are not the same as the balance on your Get-It Card**
- ◉ **Points are used in the Lion's Den, Library Café, Education Café, T-Dubs, C-Store, Traditions**



Parents

- ◉ **Grant additional access: give access to up to 4 people to see your online account**
- ◉ **Request money from friends or relatives**
- ◉ **Low Balance Warning: a low balance warning email can be sent to you and others**
- ◉ **Automatic Deposits: setup recurring deposits when your balance gets low**
- ◉ **To manage the card online, visit <http://cardservices.pages.tcnj.edu/>**



- **College policy may allow you to transfer up to \$600 per semester onto your Get-it Card for educational purchases at the bookstore such as:**
 - **Textbooks**
 - **Supplies**
- **Get-it Card transfer forms are available on the Student Accounts website at <http://studentaccounts.tcnj.edu/> or in Green Hall 119.**
- **Your credit balance can be transferred 2 weeks prior to the beginning of classes.**

The Office of Student Accounts

Green Hall – Room 119

Academic Year Office Hours:

Monday - Friday 8:30am to 4:30pm

Summer Office Hours:

July 8th-August 15th

Monday-Thursday 8:00am- 4:30pm



Contact Information:

Phone: 609.771.2172 Fax: 609.637.5111

Email: stuaccts@tcnj.edu