



**WELCOME TO
THE COLLEGE OF NEW JERSEY**

**THE OFFICE OF STUDENT
ACCOUNTS**

The Need to Knows

- Authorized User
- Cost of Attendance
- Bill Dates
- Payment Methods
- Parking
- Other Student Account Services

Authorized User Access

- By law, TCNJ can only communicate billing and payment information to the registered TCNJ student.
- Student's can grant permission for 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 June 2025.
- We operate in accordance with 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/>



2024-2025 Undergraduate Direct Cost

(2025-2026 rates will be released in mid-July after our Board of Trustees meet)

<u>In-State</u>	<u>Fall '24</u>	<u>Spring '25</u>	<u>Year</u>
Tuition	\$ 7,647.00	\$ 7,647.00	\$ 15,294.00
Fees *	\$ 2,172.90	\$ 2,172.90	\$ 4,345.80
Room & Board **	\$ 7,962.27	\$ 7,962.27	\$ 15,924.54
Total	\$17,782.17	\$17,782.17	\$ 35,564.34

<u>Out-of-State</u>	<u>Fall '24</u>	<u>Spring '25</u>	<u>Year</u>
Tuition	\$ 10,706.50	\$ 10,706.50	\$ 21,413.00
Fees *	\$ 2,172.90	\$ 2,172.90	\$ 4,345.80
Room & Board **	\$ 7,962.27	\$ 7,962.27	\$ 15,924.54
Total	\$ 20,841.67	\$ 20,841.67	\$ 41,683.34

* Student Health Insurance - \$2,704.00 for 2024-2025. The fall semester fees will increase by this amount if a waiver is not submitted and approved by the deadline.

** Cost of a double occupancy room and an average meal plan. Cost could differ based on room and meal plan selected.

Bill Due Dates

ACADEMIC YEAR 2025 - 2026 BILLING CALENDAR (dates subject to change)

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

Online: <https://studentaccounts.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 2025	INITIAL BILL JULY 29, 2025	AUGUST 11, 2025	DE-REGISTRATION & HOLDS APPLIED
SPRING JANUARY 2026	INITIAL BILL JANUARY 8, 2026	JANUARY 26, 2026	DE-REGISTRATION & HOLDS APPLIED
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 view their bill. All billing notifications are done electronically via e-mail.

Students are responsible for notifying the responsible bill payer and/or signing up the responsible bill payer to receive e-mail billing notifications.

Online Payment Methods

Credit Card

Credit card payments are only accepted electronically via our student system (PAWS)

TCNJ accepts

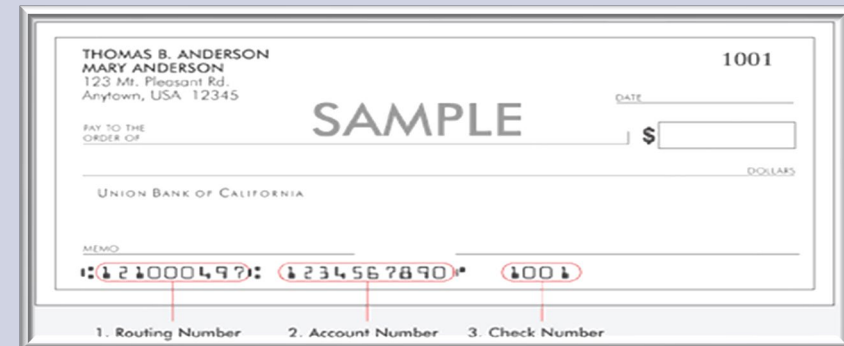


Our credit card processor currently charges a 2.85% convenience fee. International payments charged 4.25% convenience fee. The credit card processor keeps the convenience fee (fees are subject to change)

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.



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

Payment in Person & By Mail



You may pay with

- Cash (in-person only with photo ID)
- Check
- Money order

Payment by check, 529 service, or money order may be sent to our bank's lockbox :

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 6 DIGIT PAWS ID number must appear on the check.

Tuition Payment Plan

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



- Covers the semester bill, enrollment fee of \$25 per semester (2024-2025)
- Fall semester - August 25th to December 25th
- Spring semester - January 25th to May 25th
- Enrollment begins in late August for fall semester and early January for spring semester (once bill is issued each semester)
- Enrollment deadline for fall semester: early September , spring semester: early February
 - 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 \$2,704
(for year 2024-2025)



Billed only in the fall
semester



[Introduction](#)

[Contact Information](#)

[FAQs](#)

[Aetna COVID-19 Updates](#)

[NJ Senate Bill 2291 -
Hard Waiver Requirement](#)

[New Jersey Family Care \(NJFC\)](#)

[Alternative Health Insurance Plans](#)

Student Health Plan

[Waiver Form](#)

The College of New Jersey STUDENT HEALTH INSURANCE PLAN

2024-2025 Academic Year

Health Insurance Requirement

Pursuant to New Jersey law, The College of New Jersey (TCNJ) is required to offer Student Health Insurance coverage to its full-time students. TCNJ meets the requirements of state law by offering a Student Health Insurance Plan (SHIP) to its full-time students. 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 TCNJ.

Insurance Cost & Coverage Periods

The student insurance plan is insured by Aetna Student Health and provides national coverage through its national PPO network. Students do not have to select a primary care physician and referrals are not required.

Undergraduates & Graduates	Annual	NEW Spring/Summer
Coverage Dates	8/1/2024-7/31/2025	1/15/2025-7/31/2025
Insurance Cost	\$2,704	\$1,467
Deadline	9/20/2024	2/21/2025

Tuition Insurance Plan

Optional Tuition Refund Insurance, through GradGuard, covers the cost of tuition and related fees should a student have to withdraw or take a 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 26 th - Sept 3 rd	100%	0%	100%
Sept 4 th - Sept 16 th	75%	25%	100%
Sept 17 th – Sept 30 th	50%	50%	100%
After Sept 30 th	0%	100%	100%

Enrollment into the Tuition Refund Insurance policy must be completed by the first day of the Fall 2025 semester

Visit: <https://studentaccounts.tcnj.edu/insurance/tuition-refund-insurance/>



Parking

Commuters

- May have a vehicle on campus with a valid permit
- Permits are ordered through CARS, our web-based parking system in early August. In-person requests are not accepted



Parents

- Please obtain a Visitor's pass from the Information Booth in front of Trenton Hall or Campus Police
- Permitting for visitors is subject to change for the 2025-2026 school year

Freshmen Residents

- Are NOT eligible to have a car on campus, however certain exceptions may be granted. Visit <https://parking.tcnj.edu/>
- May purchase up to two weeks of parking on campus each semester



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

Get-It
wallet

Access to your meal
plan in the Eickhoff
Dining Hall

**If lost/stolen, a new TCNJ ID can be obtained for a fee from the Office of Student Accounts
located in Green Hall 119**

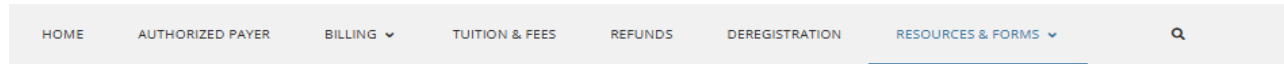


Need Money for Books / Supplies – Excess Financial Aid or Overpayment ??

- 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 Card Services website at <https://cardservices.tcnj.edu/forms/>
- Your credit balance can be transferred 2 weeks prior to the beginning of classes.

For Your Assistance – Student Account Tutorials

Student Accounts [Enrollment Management](#)



PAWS Tutorials

Welcome to The College of New Jersey! The Office of Student Accounts has prepared instructional videos and slideshows geared towards incoming students and parents. These presentations will provide you with detailed information and screen shots on how to use PAWS, sign up for a payment plan, submit a health insurance waiver, and more. If you have any questions or problems after reviewing the instructions, please contact our office at (609) 771-2172 or stuacct@tcnj.edu.

Tutorials Videos

- [How to Sign Up An Authorized User](#)
- [How To Sign Up An Authorizer Payer](#)
- [How To Pay Your Bill With a 529 Provider or International Payment](#)
- [How to Waive Student Health Insurance](#)
- [How to Enroll into Student Health Insurance](#)
- [How to View Your Bill](#)
- [How To Pay Your Bill \(Student\)](#)
- [How To Pay Your Student's Bill with Credit/Debit Card/ACH](#)
- [How to Pay Your Student's Bill with a 529 Payment or International Wire](#)
- [How To Sign Up For Direct Deposit](#)
- [How To Register Your Vehicle and Order A Parking Permit](#)
- [How To Pay A Parking Ticket – Student/Staff](#)

- [How To Pay A Parking Ticket – Guest](#)
- [How To Appeal A Parking Ticket – Student/Staff](#)
- [How To Appeal A Parking Ticket – Guest](#)
- [How to Add Get-It Points For Students/Employee](#)
- [How To Add Get-It Points As A Guest](#)

How To Guides

Billing

- [How to View Your Bill PDF](#)
- [How To Pay Your Bill \(Student\) PDF](#)
- [How To View Your Account Transactions PDF](#)

Payments

- [How To Make A Payment \(Student\) PDF](#)
- [How To Make A Payment As An Authorized Payer PDF](#)
- [How To Pay Your Student's Bill \(Authorized Payer\) PDF](#)

Health Insurance

- [How to Enroll or Waive Student Health Insurance PDF](#)

The Office of Student Accounts

Green Hall-Room 119

Academic Year Office Hours:

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

Summer Office Hours:

July 14th - August 7th

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

College offices are closed Fridays in the summer

(June 6th – August 8th)

Contact Information:

Phone: 609.771.2172 Fax: 609.637.5111

Email: stuaccts@tcnj.edu – preferred method

