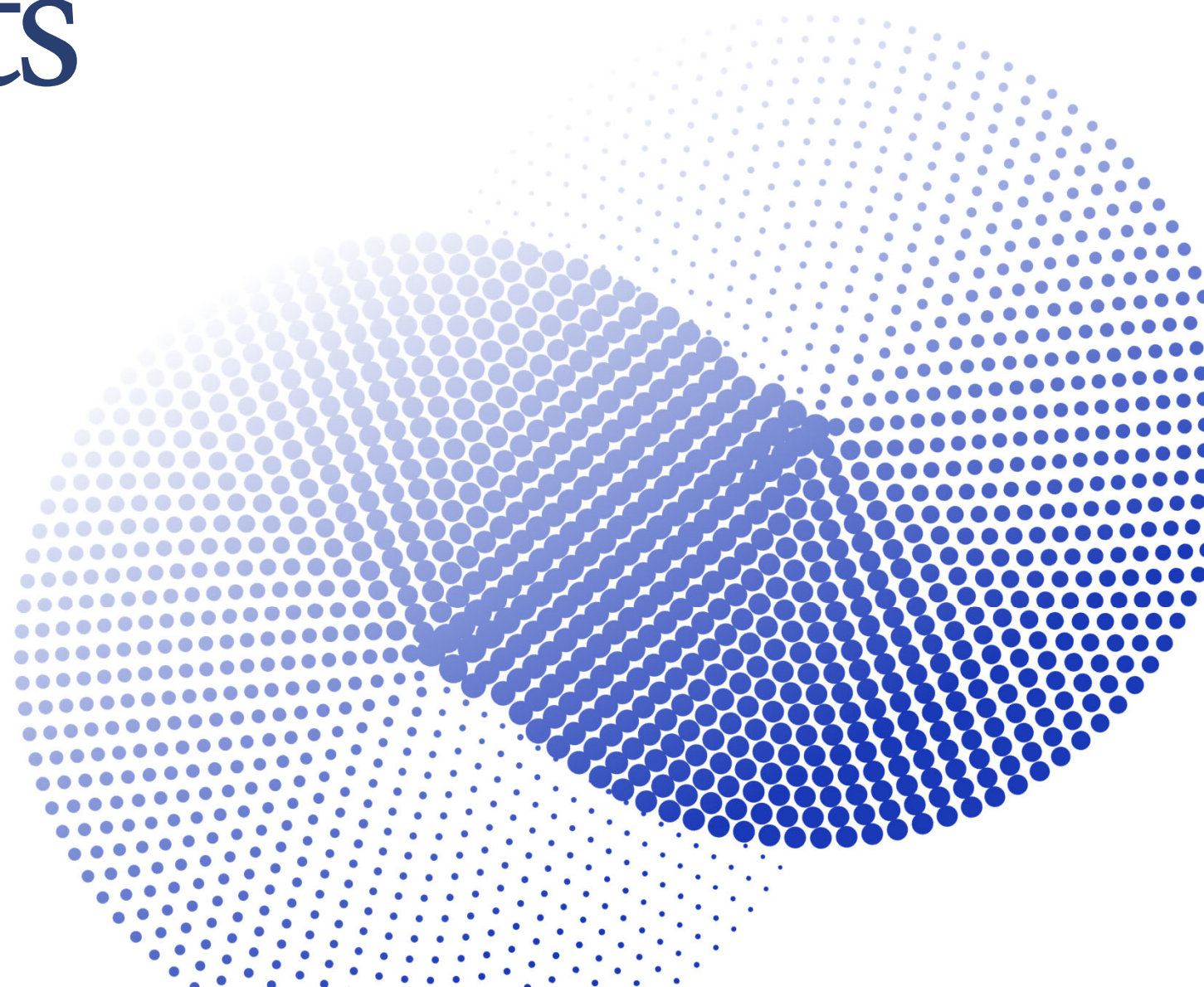


The Office of Student Accounts

WELCOME TO TCNJ!

stuaccts@tcnj.edu

<https://studentaccounts.tcnj.edu/>



What Are We Talking About Today

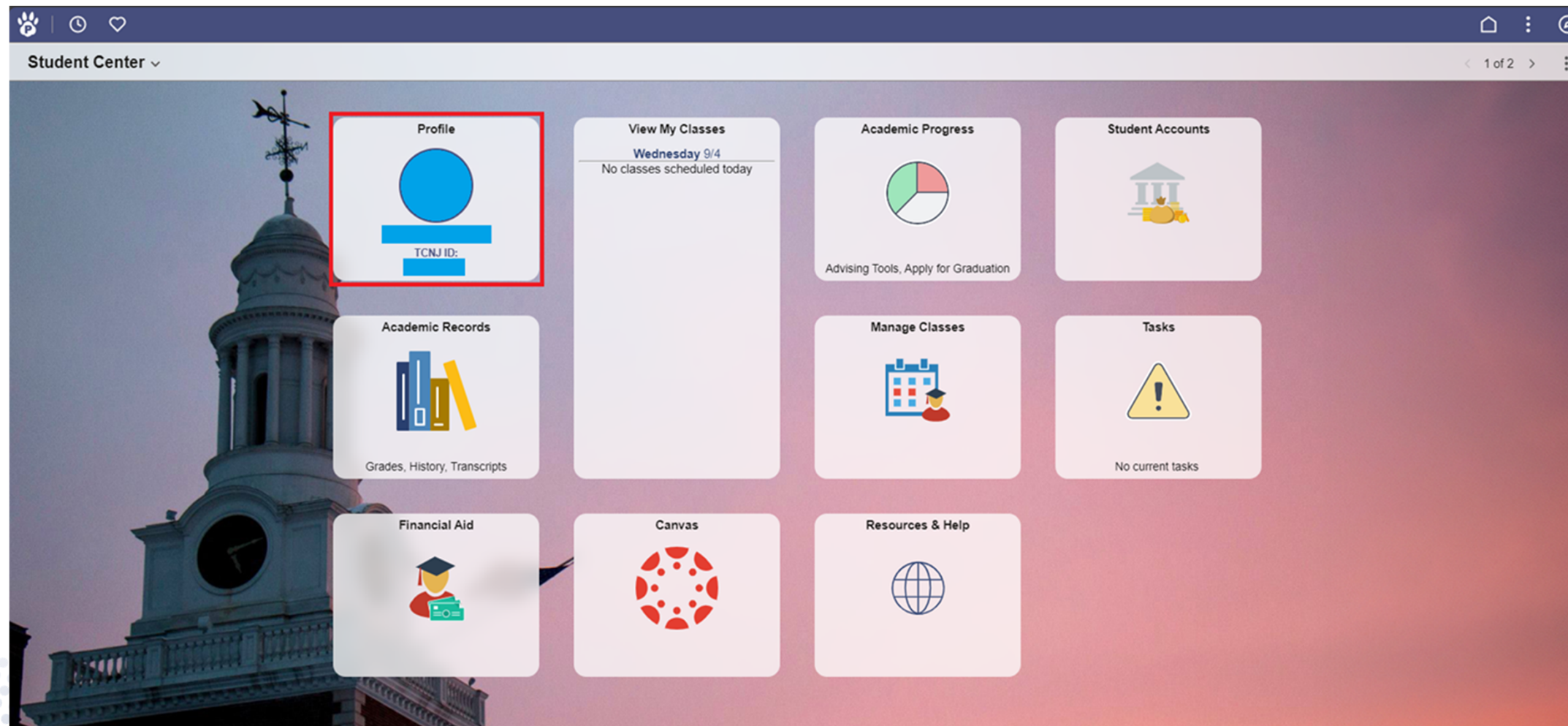
1. Authorized User
2. Cost of Attendance
3. Bill Dates
4. Viewing the Bill / Payment Methods
5. Authorized Payer
6. Parking
7. Additional Information

Authorized User Access

- By law, TCNJ can only communicate billing and payment information to the registered TCNJ student.
- Students 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 operate in accordance to the Family Educational Rights and Privacy Act (FERPA) of 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/>



Signing Up An Authorized User



Signing Up An Authorized User

TCNJ Auxiliary Access

Personal Details

Contact Details

Addresses

Emergency Contacts

Ethnicity

Privacy Restrictions

User Preferences

Languages

Work Experience

Honors and Awards

Auxiliary Access

TCNJ Auxiliary Access

ID [REDACTED]

Aux User ID [REDACTED]

Aux User's Name [REDACTED]

Relation [REDACTED]

Create Aux Password [REDACTED]

Confirm Password [REDACTED]

PIN [REDACTED]

Add/Remove Access

<input type="checkbox"/>	?	View and disclose education records.
<input type="checkbox"/>	?	To view Financial Aid award.
<input type="checkbox"/>	?	View the To Do List of outstanding documents.
<input type="checkbox"/>	?	View the Student Bill and Account Activity

Aux User Email [REDACTED]

OK Cancel

Auxiliary Access

Alcaro, Maggie

To add a user, click the "Add" button. 3 Allowed.
To edit a user's information (change password), click the "Edit" button.
To remove a user, check the box next to the Aux Users to be removed, then click the "Remove Selected" button.

Sel	User ID	Relation	Status	Edit	Help
<input type="checkbox"/>				Edit	?

Add ? Remove Selected ? go to ...

Save



2025–2026 Undergraduate Direct Cost

<u>In-State</u>	<u>Fall '25</u>	<u>Spring '26</u>	<u>Year</u>
Tuition (3-5 units)	\$ 7,953.00	\$ 7,953.00	\$ 15,906.00
Fees *	\$ 2,246.00	\$ 2,246.00	\$ 4,492.00
Room & Board **	\$ 8,268.86	\$ 8,268.86	\$ 16,537.72
Total	\$18,467.86	\$18,467.86	\$ 36,935.72

<u>Out-of-State</u>	<u>Fall '25</u>	<u>Spring '26</u>	<u>Year</u>
Tuition (3-5 units)	\$ 11,135.00	\$ 11,135.00	\$ 22,270.00
Fees *	\$ 2,246.00	\$ 2,246.00	\$ 4,492.00
Room & Board **	\$ 8,268.86	\$ 8,268.86	\$ 16,537.72
Total	\$ 21,649.86	\$ 21,649.86	\$ 43,299.72

* Student Health Insurance - \$2,940 for 2025-2026. The fall fees will increase by this amount if a waiver is not submitted and approved.

** Cost of double room and an average meal plan. Cost differs based on room and meal plan selected.

Billing and Due Dates

ACADEMIC YEAR 2025 - 2026 BILLING CALENDAR

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

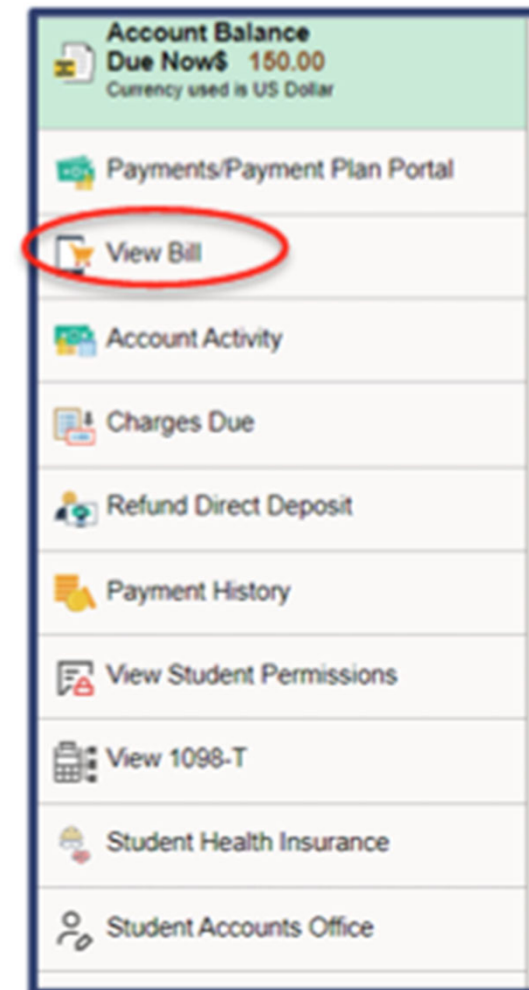
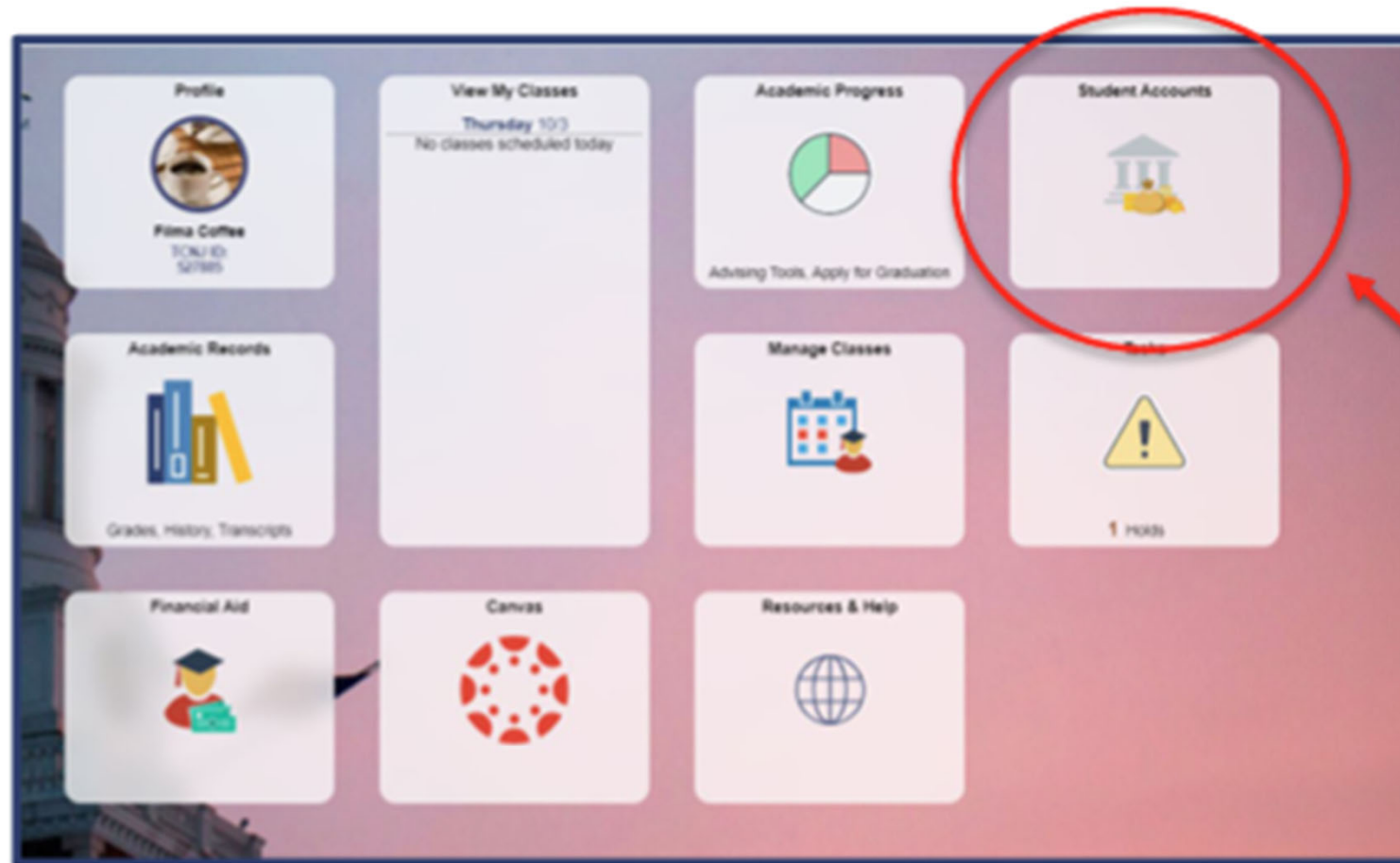
Website: <https://studentaccounts.tcnj.edu/billing/billing-calendar/>

MONTH CHARGES APPLIED TO STUDENT ACCOUNT	EMAIL SENT TO STUDENT'S TCNJ EMAIL	PAYMENT DUE DATE	LATE PAYMENT FINE AND HOLD APPLIED TO STUDENT ACCOUNT
FALL JULY 2025	JULY 29, 2025	AUGUST 11, 2025	AFTER BILL DUE DATE
SPRING JANUARY 2026	JANUARY 8, 2025	JANUARY 26, 2025	AFTER BILL DUE DATE
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.

How To View Your Bill



How To View Your Bill



 **TCNJ** THE COLLEGE OF
NEW JERSEY
Office of Student Accounts
Green Hall 119
609-771-2172

Invoice:	FALL20150000395030TCNJ	Due Date: 2015-08-25
Invoice Date:	2015-07-22	Total Amount Due(USD): 5,133.04
Invoice For: PAWS ID: Career: Undergradu School: C&S		

Invoice Items		Amount (USD)
Item Description		
Fall UG Card Service Fee		10.00
Fall UG Computing Access Fee		229.03
Fall UG Gen Serv Fee/Capital		1,419.89
Fall UG Student Activity Fee		137.70
Fall UG Student Center Fee		124.50
Fall UG Student Service Fee		372.44
Fall UG Tuition In State		5,133.04
		Current Invoice Amount: 7,733.04
Prior Invoice ID: SUM2015 0000387733TCNJ		Prior Invoice Amount: .00
		Anticipated Aid Amount: -2,600.00
		Total Amount Due: 5,133.04

Item	Term	Aid Year	Career	Amount (USD)
TCNJ Merit InState Scholarship	2015 Fall	2015	Undergrad	2,600.00
Total Term Anticipated Aid:				2,600.00

Term Summary		
Item	Term	Amount(USD)
Charge	2015 Fall	7,733.04
Total Term Summary:		7,733.04

Health Insurance waiver period is from June 30, 2015 through September 9, 2015. For more information, please refer to: <http://studenthealthinsurance.pages.tcnj.edu/>
Payment options:
In person: cash or check - Green Hall Rm 119
By mail: TCNJ, Office of Student Accounts,
P.O. Box 781791, Philadelphia, PA 19178-1791
Include the student's name and PAWS ID.
Online: Credit or ACH -<http://studentaccounts.pages.tcnj.edu/>
For information about the College's tuition payment plan, please visit www.tuitionpaymentplan.com/tcnj or contact the College's payment plan representative at 609-771-3145.

Authorized Payer – Online Payments

Students:

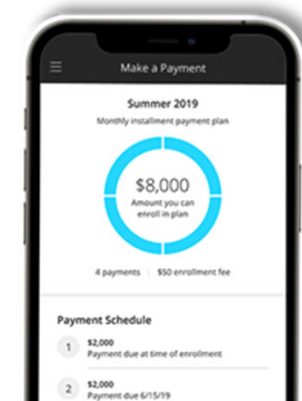
Looking for a parent/guardian/grandparent to assist with paying your semester tuition bill online? It is your responsibility to invite them via our Transact payment gateway to become Authorized Payers.

Visit our Authorized User website for more details: <https://studentaccounts.tcnj.edu/authorized-payer-for-online-payments/>

Parents / Guardians / Grandparents:

Once you receive the invitation from your student, you will create a log-in that will be used to authenticate you. This will allow you to make a payment.

Provides a more secure and robust payment experience for the payer.



Online Payment Methods

Credit Card

Credit card payment is only accepted electronically via our student system (PAWS)

TCNJ accepts



Our credit card processor currently charges a 2.85% convenience/service fee. International payments are charged a 4.25% convenience/service fee. Our third party vendor retains the convenience fee

E-Check


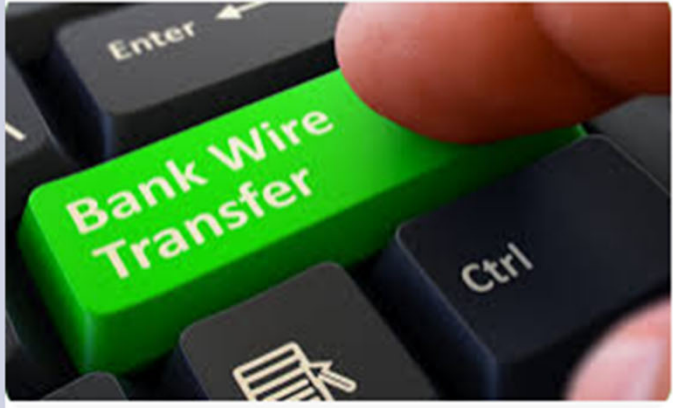
The funds can be debited from a U.S. checking or savings bank account in U.S. dollars.

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



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

Online Payment Methods

529 College Plan	International Payment
<p data-bbox="446 557 1453 743">Online electronic transfer process for a 529 payment from the college plan provider to the college on behalf of the student</p> <p data-bbox="412 817 1487 873">Limited number of 529 providers that participate</p>  <p data-bbox="689 1437 1210 1484">Processing fees may apply</p>	<p data-bbox="1598 621 2642 743">Transfer of funds using our third party provider, Transact, to assist with the wire process</p>  <p data-bbox="1644 1367 2599 1477">There may be fees associated with a wire transfer payment</p>

Payment In Person & By Mail

You may pay with

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

Payment by check, 529 college plan, or money order may be sent to our bank lockbox:

The College of New Jersey Lockbox
P. O. Box 781791
Philadelphia, PA 19178-1791

The student's name and TCNJ PAWS ID number (6 digits) must appear on the check.



Private Scholarships

Must be reported by the student to the college via PAWS.

Checks should be sent directly to TCNJ at the address below for reporting and posting into our student system (PAWS) on behalf of the student:

The College of New Jersey
Office of Student Accounts
P. O. Box 7718
Ewing, NJ 08628-0718

Please do not send scholarship checks to our Philadelphia lockbox address.



REFUNDS WITH ROSCOE: ADDING DIRECT DEPOSIT



All TCNJ students **must** enroll in Refund Direct Deposit to receive their PAWS student refund

Why is Direct Deposit better?

- Get your money quicker! Direct deposits reach your account 5-7 days sooner than mailed checks
- Checks may be delayed/lost/stolen in the mail
- Save paper/go green for our planet

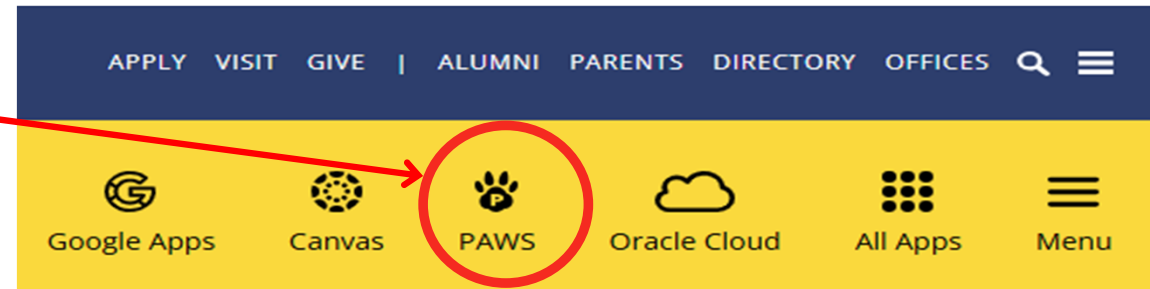


REFUNDS WITH ROSCOE: ADDING DIRECT DEPOSIT

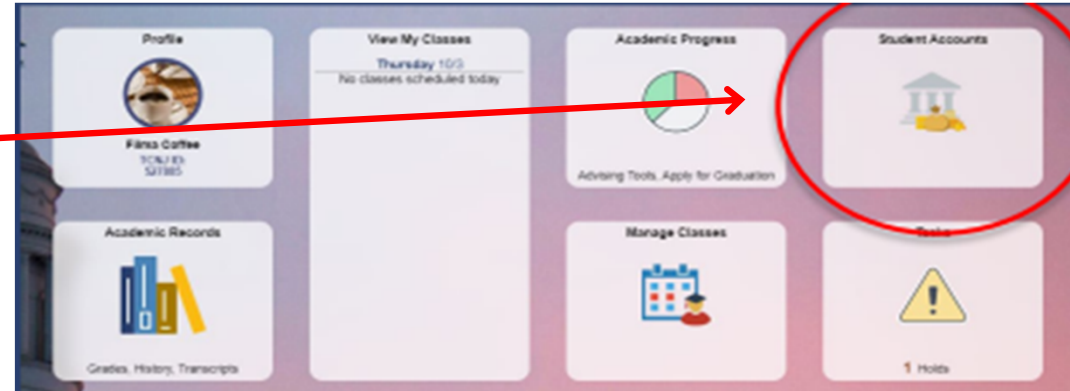


Steps to Enroll:

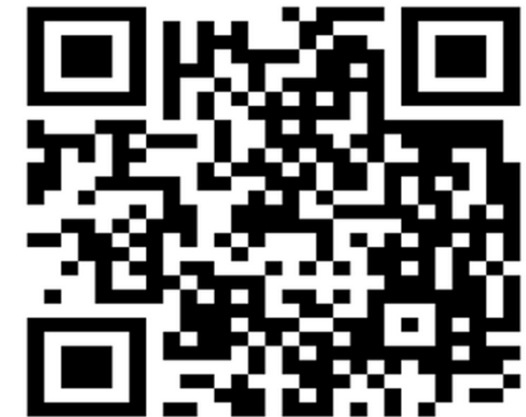
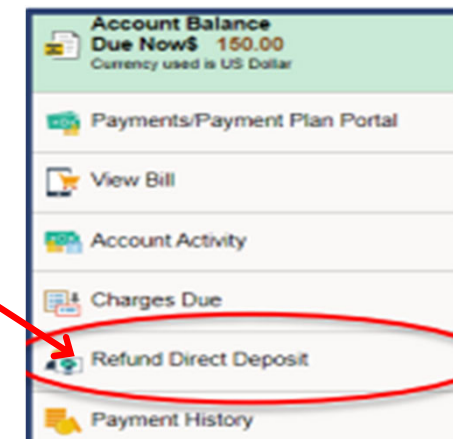
1. Log into PAWS through the TCNJ Today homepage at <https://today.tcnj.edu/>



2. Click the Student Accounts tile



3. On the side menu bar, click “Refund Direct Deposit” and follow the instructions to fill out the required info and click “Save”



QR Code to TCNJ Today

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. Balance is imported from PAWS
- Fall semester - August 25th to December 25th
- Spring semester - January 25th to May 25th
- Enrollment begins late July for the fall semester and early January for the spring semester (shortly after the semester bill is issued)
- Enrollment deadline for Fall: early September. Spring deadline: early February
- Payments due on the 25th of each month
- No credit check or co-signer needed; this is NOT a loan



Student Health Insurance Plan (SHIP)



[Introduction](#)

[Contact Information](#)

[FAQs](#)

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

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

[Alternative Health Insurance Plans](#)

Student Health Plan

[Waiver Form](#)

[Enrollment Form](#)

[Benefit Information](#)

The College of New Jersey STUDENT HEALTH INSURANCE PLAN

2025-2026 Academic Year

Health Insurance Requirement

Under 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	8/1/2025-7/31/2026	1/15/2026-7/31/2026
Insurance Cost	\$2,940	\$1,595
Deadline	9/19/2025	2/23/2026

The waiver deadline for Fall 2025 is September 19, 2025.

Annual Undergraduate Cost
\$2,940



Billed only in the fall
semester

Tuition Insurance Plan

Optional insurance to protect your out-of-pocket investment, through GradGuard, that cover 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 is based on amount of coverage desired.

Fall Withdrawal Cycle	TCNJ Refund	Insurance Pays	Total Refund
Aug 26 - Sept 3	100%	0%	100%
Sept 4 - Sept 16	75%	25%	100%
Sept 17 - Sept 30	50%	50%	100%
After Sept 30 th	0%	100%	100%

Enrollment into the tuition insurance plan must be completed by the first day of the covered 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 AIMS, our web-based parking system, in mid August. In-person requests are not accepted

Parents

- Must obtain a visitor's pass from the Information Booth in front of Trenton Hall or Campus Police located in our Administrative Services Building

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 weekly passes to park on campus each semester



TCNJ Student ID Card

Your TCNJ student ID is used for:

Library
services

Admittance
to campus
events

Entrance to
campus
buildings, fitness
facilities, and
labs

Photo
identification

Get-It
wallet

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

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 wallet 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 will be transferred 2 weeks prior to the beginning of classes.



For Your Assistance – Student Accounts Tutorials

Student Accounts Enrollment Management

HOME AUTHORIZED PAYER BILLING ▼ TUITION & FEES REFUNDS DEREGISTRATION RESOURCES & FORMS ▼ 🔍

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 stuaccts@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 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](#)

Direct Deposit

- [How to Sign Up for Direct Deposit of a Student Refund PDF](#)

Authorized User

- [How to Add / Remove An Authorized User PDF](#)

Get-It

- [How to Add Get-It Points 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 8th

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

College offices are closed Fridays in the summer
(July 18th, 25th, August 1st, 8th)

Contact Information:

Phone: 609.771.2172 / Fax: 609.637.5111

Email: stuaccts@tcnj.edu – preferred method

