

**FLORIDA ATLANTIC UNIVERSITY  
CONTROLLER'S OFFICE FEE PAYMENT INFORMATION BULLETIN  
SUMMER SEMESTER 2012**

**LAST DAY TO DROP COURSES TO AVOID FEE LIABILITY**

SUMMER TERMS 1 & 2    MAY 18  
SUMMER TERM 3        JUNE 29

**LAST DAY TO PAY FEES**

In-person at any cashier's office by close of business; online until 11pm

SUMMER TERMS 1 & 2	MAY 21
SUMMER TERM 3	MAY 21 (if registered on or before May 18)
SUMMER TERM 3	JULY 2 (if registered after May 18)

Note: Last day to pay fees is one business day after the last day to drop without fee liability.

**\*INSTALLMENT PLANS ARE NOT AVAILABLE FOR THE SUMMER TERM**

Payment for all charges (e.g., tuition and fees from prior semesters, library fines, parking tickets, housing, meal plan, etc.) may be made in cash, check, money order, or debit card at any cashier's window. Payment may be made on-line, until 11pm, using a credit card/debit card (MasterCard, Discover, and American Express only), or personal checking/savings account "Electronic Check" at <http://www.fau.edu>

Click on this URL for more information:

[http://www.fau.edu/controller/student\\_information/tuition\\_payment.php](http://www.fau.edu/controller/student_information/tuition_payment.php)

All credit card payments processed through Self Service will be assessed a non refundable 2.6% convenience fee with a minimum \$3.00 fee. For information regarding the convenience fee, please click on the link below.

[http://www.fau.edu/controller/student\\_information/pdfs/convenience\\_fees.pdf](http://www.fau.edu/controller/student_information/pdfs/convenience_fees.pdf)

You can pay your account balance in person at any Florida Atlantic University (FAU) campus Cashier's Office by the close of business or on-line until 11pm via the WEB by clicking on this URL for more information:

[http://www.fau.edu/controller/student\\_information/tuition\\_payment.php](http://www.fau.edu/controller/student_information/tuition_payment.php)

All account balances are invoiced monthly and emailed directly to your FAU email account. NO paper invoices are mailed to the student.

**CANCELLATION OF REGISTRATION**

If you have not made any payments towards your tuition and fees by May 21 (Terms 1&2) or July 2 (Term 3), your registration will be cancelled on June 11, 2012 (Terms 1&2), July 24, 2012 (Term 3). Reinstatement requires full payment of all tuition and fees immediately, plus a \$100.00 late payment and a \$100.00 reinstatement fee. Reinstatement also requires an appeal to be filed with the Registrar's Office.

Fee Payment Locations and Hours during Registration Period:  
Boca Campus, Student Support Services, Building 80 561-297-3105

**Summer Terms 1, 2, and 3**

Monday	May 14, 2012	8:30am-5:00pm
Tuesday	May 15, 2012	8:30am-5:00pm
Wednesday	May 16, 2012	8:30am-5:00pm
Thursday	May 17, 2012	8:30am-5:00pm
Friday	May 18, 2012	8:30am-5:00pm
Monday	May 21, 2012	8:00am-6:00pm*

**Summer Term 3 (Post May 18 Registration Only)**

Monday	July 2, 2012	8:00am-6:00pm*
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\*Open extended hours to accommodate those unable to pay during regular business hours

For information regarding Cashier's Hours for other campus locations, please call:

Davie Campus (Liberal Arts Building)	954-236-1020
Jupiter Campus (MLC 125)	561-799-8510
Treasure Coast Campus (Port St. Lucie)	772-873-3303

### DROP BOX

The Boca Raton, Davie, Jupiter, and Treasure Coast campuses are the only campus locations that provide the convenience of a drop box. If you know the amount of fees due, you are encouraged to put your check in the drop box to avoid waiting in line. Please write your student ID number on your check. Do not deposit cash in the drop box! No envelopes are required.

**\*NOTE:** By depositing your check payment in the drop box, you are authorizing FAU to electronically process your check. The electronic debit to your checking account may be on the same day your check payment is processed.

### PAYMENTS BY MAIL

Checks may be mailed to:  
Florida Atlantic University  
Cashier's Office/ Student Support Services Bldg.80  
777 Glades Road  
Boca Raton, Fl. 33431

**\*NOTE:** By remitting your check payment by mail, you are authorizing FAU to electronically process your check. The electronic debit to your checking account may be on the same day your check payment is processed.

### Florida Prepaid and Other Fee Deferment Information

**Florida Prepaid:** Florida Prepaid will be billed May 22, 2012 (Sum 1&2) July 3, 2012 (Sum 3). Payment is expected approximately June 1, 2012 (Sum 1&2) July 13, 2012 (Sum 3)

Please see: [http://www.fau.edu/controller/student\\_information/pdfs/fpp.pdf](http://www.fau.edu/controller/student_information/pdfs/fpp.pdf)

**Reminder:** If you do not want Florida Prepaid to be billed, you must contact the Controller's Office prior to the end of the drop and add period of each semester. Contact 561-297-6101

**Third Party:** If all or parts of your fees are to be paid by a company or other organization, you must speak to a representative of the Controller's Office on or before the Last Day to Pay, no later than 5pm. Proof of registration and an authorization to bill the company or other organization must be provided. Students failing to pay any amounts for which they are responsible by May 21, 2012 will be assessed a late payment fee of \$100.00. Also, if the company or other organization does not pay their amount, you will be held responsible for that balance. Contact 561-297-6101

**Financial Aid Deferment:** Only Financial Aid students who accepted their award online and who have submitted all required documents by May 18, 2012 on or before 5:00 pm will have their payment due date deferred. Financial Aid students who have not accepted their award must make arrangements to pay their fees on or before 5pm on the last day to pay. If you are receiving Financial Aid please see <http://www.fau.edu/finaid/dates.php>

**V.A. Deferments** expire July 16, 2012. Payment deadline for all veterans who have deferred their fees is also July 16, 2012 by close of business at 5pm, online until 11:00pm. Non-payment by this date will result in the assessment of late payment fees and/or reinstatement fees.

### Refunds

Information regarding refunds can be found in the 2011-2012 University Catalog on the web at:

<http://www.fau.edu/registrar/universitycatalog/welcome.php>

### TUITION AND FEES PER CREDIT HOUR AND GENERAL INFORMATION

		<u>In State</u>	
Undergraduate	\$17	7.65	plus Sundry Fees as applicable
Graduate, Thesis, and Dissertation		\$343.02	plus Sundry Fees as applicable
		<u>Out of State</u>	
Undergraduate	\$65	7.17	plus Sundry Fees as applicable
Graduate, Thesis, and Dissertation		\$997.14	plus Sundry Fees as applicable

### Repeat Course Surcharge

Repeat Course Surcharge is \$159.87 per credit. Information regarding the Repeat Course Surcharge can be found on the web at <http://wise.fau.edu/registrar/policy.php#repeat>

### DISHONORED CHECKS

Students paying with dishonored checks will be assessed a service charge up to 5% of the amount of the check. Stopping payment on a check is considered the same as a dishonored check. Electronic check payments (WebChecks) returned due to entering an invalid account will be assessed a \$25.00 service charge fee.

All information contained herein is subject to change by the appropriate authority and is accurate at the date of publication.

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