STUDENT ACCOUNT BILLING

- Students can access their bills and make payment online 24/7 through the **MyFAU** self-service portal.

- Be Sure to check your ***FAU email*** frequently. Paper statements **will not** be mailed.

- Students are responsible to meet all deadlines listed on the ***Tuition and Billing Important Dates Calendar*** which can be found at the following link: **fau.edu/controller/student-services/.**

- **FERPA:** Florida Atlantic University cannot discuss student records unless the student has signed a FERPA authorization naming that person on file.

- **Authorized User Account**: Students can authorize others—such as parents, guardians, or sponsors—to view their accounts and pay their bills. **The authorized user account does not negate the submission of FERPA form.**

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METHODS OF PAYMENT

- **Online** payment is the quickest and preferred method of payment:

  - **Credit Card:** All major credit cards accepted. A non-refundable fee of **2.85%** or a minimum fee of $3 will be charged to all credit card transactions.
  - **Electronic Check (WebCheck):** Using a personal checking or savings account with no additional fee.

Mail in payment by check or money order to:

**Florida Atlantic University
PO Box 745368
Atlanta, GA 30374-5368**

Please place your student Z number on checks or money orders.

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FLORIDA PREPAID
COLLEGE FOUNDATION

- Billing of Florida Prepaid is an automated process completed after the add/drop period of each term. Please ensure your **social security number** is on file with the Registrar's Office so we can bill your account.

- Florida prepaid amounts received range **per credit hour** determined by the type of plan purchased for the student, in addition to the year it was purchased. Please contact Florida Prepaid to confirm the type of plan purchased.

- **Florida Prepaid does not cover all tuition and fees billed to a student each semester.**

- Students will receive an email when Florida Prepaid has been billed and once Florida Prepaid has been received and posted to the student account.

- Students who do not wish to use their Florida Prepaid credits must submit a "*Change in Billing form*" by the drop/add deadline of each semester.

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ADDITIONAL PAYMENT INFORMATION

- **THIRD PARTY PAYMENTS:**
  - If an outside entity is paying FAU directly for a portion or all your tuition & fees, please submit supporting documentation to: sponsoredstudents@fau.edu.

- **INTERNATIONAL PAYMENTS:**
  - FAU accepts international payments only through FAU's international payment portal powered by **Flywire.**

- **PAYMENT PLANS:**
  - A $15 non-refundable fee is assessed to all plans.

  - Students will be assessed a $100 late payment fee if the last installment is not made on time.

  - **Deferred students** receiving Financial Aid, Florida Prepaid, Waivers or VA benefits already have an extended deadline and are not required to enroll in a payment plan.

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CONSEQUENCES OF NON-PAYMENT

- **LATE PAYMENT FEE:** The university will assess a late payment fee to student accounts who fail to pay tuition and fees by the deadlines set by the university.

- **FISCAL CANCELLATION:** Failure to set up a payment plan, pay tuition and fees in full or be deferred by the end of the designated fee payment deadlines for each semester will result in cancellation of the student's course registration.

- **REGISTRATION & TRANSCRIPT HOLDS:** Students who have an outstanding balance will receive holds which prevent future registration and access to academic transcripts.

- **DELINQUENT ACCOUNTS/COLLECTIONS:** Any student account with a balance more than 90 days past due is deemed eligible to be sent to collections.

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Tuition & Billing Services

Located on the Boca Raton campus in Student Support Services:
SU 80, Room 130

Hours of operations:
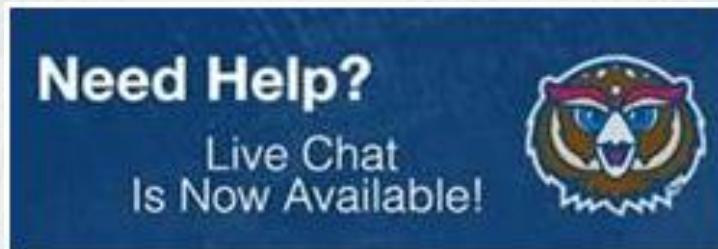Monday – Thursday: 8:00 AM – 6:00 PM
Friday's: 8:00 AM – 5:00 PM

Phone: (561) 297 – 6101
Email: webcontroller@fau.edu
Fax: (561) 297 - 0683

Need Help?
Live Chat
Is Now Available!

All students can use the **Success Network** to schedule a phone appointment with our staff. Appointment availability will be on a first come first serve basis. https://www.fau.edu/successnetwork/

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