



**Office of Business Affairs – Student Finance Department**

Oregon State University, P.O. Box 1086, Corvallis, Oregon 97339-1086

**Telephone:** 541-737-3775 | **Fax:** 541-737-4099

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*Hello and Welcome from the OSU Student Accounts and Cashier's Offices.*

We are available to assist students and parents in understanding the tuition bill and making payment arrangements. Our offices, which are part of OSU Business Affairs, are responsible for all aspects of a student's financial account. That includes the billing of tuition and fees, & room and board; posting aid and scholarships approved by the Financial Aid Office; entering your payments on the account; and issuing payments to you for excess financial aid and credit balances.

**If you have questions you can reach the Student Accounts Office at 541-737-3775 or the Cashier's Office at 541-737-2597. Our offices are open from 8:30am to 4:30pm Monday through Friday, and we are located in the lobby of the Kerr Administration Building.**

Enclosed in this packet is a brochure with more information and direct deposit form that should be completed and returned to the Cashier's Office.

Here is some important information that you may be wondering about:

**When is tuition billed, and how will we get the statement?**

Tuition is posted onto the student account approximately two weeks before each term starts. The first bill of each term is issued at the end of the first week of classes. Electronic bills (eBills) have replaced all paper bills for OSU students. eBills are online student bills that display the same information as the traditional paper bill. eBills provide convenient access from any computer with an Internet connection. Information is secure and confidential, and the student can authorize other individuals, such as parents, to view the eBill. The student can also print out a copy of the eBill at any time.

**How do I pay the bill, and when do I have to pay?**

OSU accepts cash, checks, and credit cards – but each in different ways. The preferred way is from a checking account through the online eBill system with an electronic check (eCheck). This is a one-time authorization to pay from your checking account and is posted immediately to the student account. You can also pay with a paper check in-person or through the mail. We do accept credit card payments, but only online through a different website – Student Online Services. This is a convenient option but there is a processing fee that is charged of \$35.

Paying for college is a significant expense. While OSU doesn't have a formal payment plan, we do allow extended payments on the student account, with certain terms and conditions. You have until the 1<sup>st</sup> of the following month to pay the account interest free. If there's a balance after that time, monthly interest of 1% is charged. The student account doesn't have to be paid in full before the next term starts, but the balance does have to be less than \$2,200. If the balance is more than \$2,200, or if there are charges on the account that are older than two academic terms, then the student won't be able to register for classes.

**How do I get my financial aid and scholarships?**

Those financial awards and loans are processed by the University and posted directly to your student account. They are intended to assist with the cost of college, and so are applied to your tuition and fee charges. If there is more aid than charges, you will receive a refund of the credit balance.

The preferred way of getting the refund payment to you is by direct deposit to your bank account. Enclosed in this packet is a form that describes direct deposit and how to sign up. It's important for you to complete your direct deposit enrollment so that refunds are paid to you in a secure and timely manner.

Our goal is to help you manage your student account so that you can progress through college and reach your educational goals. We enjoy greeting the new students each year.

Congratulations on your decision to come to OSU, and we look forward to working with you.

Best regards,

*The OSU Student Finance Department -  
Cashier's Office, Student Accounts, and Student Debt Management*