Syllabus

• What is Colonial Central?
• Colonial Central Services
• Online Resources
• FERPA
• Student Life Cycle
• Student Account eBill
• Payment Options
• Monthly Payment Plan
• Tuition Insurance
• Q&A
**What is Colonial Central?**

- Co-location of student service offices including Student Financial Assistance, Student Accounts, Registrar, and Military & Veteran Student Services.

- Financial Services counselors are cross-trained to assist with both financial aid and billing/account questions.

- Located on the Ground Floor of Marvin Center.
  - Web address: colonialcentral.gwu.edu
  - Email: ccentral@gwu.edu
  - Phone: 202-994-9000
Colonial Central Services

Student Financial Assistance
- Financial Aid - Grants, Scholarships, Loans; Counseling
- FinancialAid.gwu.edu

Student Accounts
- Billing and Payments
- Third Party, 529 Plan
- Monthly Payment Plan
- StudentAccounts.gwu.edu

Registrar
- Registration, Transcripts, FERPA, and Records
- Registrar.gwu.edu

Military & Veteran Student Services
- GI Bill/VA Benefits
- Services.Military.gwu.edu
Start Here

If you're looking for assistance with your financial aid, bill, or registration, you've come to the right place. Our checklists will help you to navigate the registration and financial landscape at GW.

Each checklist outlines the basic steps for maintaining good financial and administrative standing while at GW, and will direct you to more detailed information to help you accomplish each step.

Suggestions for getting the most out of our checklists:

1. Choose the right checklist! Many steps are specific to certain populations. You may even need to look at multiple checklists (for example, an international graduate student should look at both the Graduate Student checklist and International Student checklist).

2. Read through the steps thoroughly and visit the links for more information.

3. Learn how to navigate the GWeb Information System (PDF) as it is where you will find your personalized financial aid, billing, and registration information.

Still have questions? We're here to help! Feel free to contact us in person at Colonial Central or via phone or email.

Course registration, transcripts, graduation, and more

Contact Our Offices
- Student Financial Assistance
- Registrar
- Housing
- GWorld
- Miscellaneous and Other Student Services
Online Self-Service

Students

✓ Register for classes
✓ Access Student Account eBill to view tuition bill and pay online
✓ View schedule and grades
✓ View and accept financial assistance award
✓ Check on processing status of financial assistance requirements
✓ Update contact information
✓ View earnings from student employment
✓ View “holds”

Parents

✓ Gain Authorized User access in addition to the FERPA release
✓ Access Student Account eBill to view tuition bill and pending credits
✓ Make payments online
✓ Get email and SMS alerts for statements and payments
What’s the deal with FERPA?

Family Educational Rights and Privacy Act
FERPA

- FERPA is a federal law that protects the privacy of students’ educational records.
- Student educational records are confidential and cannot be released without written consent of the student.

There are **TWO** ways to gain access to records:

1. **Student Consent Form**
   - The student completes this form authorizing third party [parent(s)] to have access to certain records
   - Remains on file, unless revoked

2. **Certification of Financial Dependency**
   - This form is used if the student was claimed as dependent during the prior tax year and a student consent form is **NOT** on file.
   - Must be filed every year
Important Dates

Student Life Cycle
- Register for Fall Classes
- Fall eBill sent to student/authorized users
- Finalize Financial Aid Requirements
  - Including Loan Applications
  - Sign up for payment plan
  - Bill due 1st day of semester

CI – Start of Fall Semester
Sept-Dec 2015

- Secure Student Employment
  - Holds for past due accounts
  - Register for spring classes
  - Spring eBill sent
  - Winter Break

April – June 2016
Jan-March 2016

- Finalize 2016-2017 financial assistance application
- Register for Fall 2016 classes
- Sign up for monthly payment plan

- Classes Start
  - Spring Bill due 1st day of semester
  - Holds for past due accounts
  - Submit 2016-2017 FAFSA
Highlights:

- Fixed rate tuition & fees
- Room & board
  - Meal Plan is loaded on GWorld Card
- Voluntary library gift
- Mandatory health insurance (for international students)
- Enrollment Deposit
- Pending credits
  - Federal Work Study does not appear on bill
When and how do I pay?

Bills are due 1st day of each semester

- Fall 2015 – Aug. 31st
- Spring 2016 – Jan 11th

Payment Options

- Online payments in eBill system via electronic check
- Personal check, cashier’s/travelers check, and money order
- 529 Plans or 3rd Party payments
- External scholarships
- Parent and student loans
- Wire transfer
- Western Union GlobalPay for Students

**NOTE:** GW does not accept cash or credit cards.
Western Union GlobalPay

- Access portal via Student Accounts website: [studentaccounts.gwu.edu/international-payments](studentaccounts.gwu.edu/international-payments)
- Favorable exchange rates compared to most banks
- Reduced bank fees because transfer is local
- Payments post within 2-5 business days from transfer
Wish you didn’t have to write one big check?

Sign up for the monthly payment plan!
Monthly Payment Plan

- Enroll online via studentaccounts.gwu.edu
- Annual or semester plans are available
- Credit card may be used
- Verify payment via eBill System
Monthly Payment Plan Options

1. Fall/Spring ($55 to enroll before July 10th)
   • Payments Due By the 20th of: June, July, August, September, October, November, December, January, February, & March

2. Fall Only ($40 to enroll before July 10th)
   • Payments Due By the 20th of: June, July, August, September, & October

3. Spring Only ($40 to enroll before November 1st)
   • Payments Due By the 20th of: November, December, January, February, & March

4. Summer ($35 to enroll before May 1st)
   • Payments Due By the 20th of: April, May & June
Withdrawals and Tuition Refunds

Protect your investment with Tuition Insurance
Withdrawals and Refunds

University Refund Schedule

<table>
<thead>
<tr>
<th>Time Period</th>
<th>Refund Percentage</th>
</tr>
</thead>
<tbody>
<tr>
<td>Before the first day of classes</td>
<td>100%</td>
</tr>
<tr>
<td>Before the end of the first week of classes</td>
<td>90%</td>
</tr>
<tr>
<td>Before the end of the second week of classes</td>
<td>60%</td>
</tr>
<tr>
<td>Before the end of the third week of classes</td>
<td>40%</td>
</tr>
<tr>
<td>Before the end of the fourth week of classes</td>
<td>25%</td>
</tr>
<tr>
<td>After the fourth week of classes</td>
<td>None</td>
</tr>
</tbody>
</table>

Tuition Refund Plan

- Elective insurance program, provides coverage for tuition, room and board charges throughout the course of the semester if your student must withdraw from GW for health reasons.
- The annual cost to insure your tuition investment is $390-500 and will cover 75% of the loss incurred.
- studentaccounts.gwu.edu/tuition-insurance
Shared Responsibilities

Students
- Check email, if you don’t use GW email, set up forwarding
- Check GWeb regularly
- Be aware of due dates
- Authorize and share access with parent/guardian via FERPA release form
- Set up parent(s) as authorized user(s) in Student Account eBill
- Forward important email notifications home

Parents/ Guardians
- Maintain an ongoing dialogue with student about deadlines and university communications
- Watch for correspondence sent home
- Complete payment arrangements
- Sign up for parent email list through the Office of Parent Services
We embrace our responsibility to exceed the expectations of others who depend on our actions.