

VICTOR E. HUSKIE'S BILLING REMINDERS



- ****Important**** Each installment must be paid by the designated due date. An installment not paid in full by the due date will be assessed a \$25 late payment fee.
- Share financial information with parents, family, or guests with MyNIU Shared Access. Visit go.niu.edu/shared-access to learn more.
- Students receiving financial aid can purchase books and school supplies using their OneCard ID. For dates and more information, please visit www.niu.edu/onecard/about/book-charge.shtml.

Payment of Tuition and Fees

Payment of all charges is due by the date indicated on the statement. Any student who pays less than the total amount due on the due date will be assessed a monthly late payment fee of 1.08% on the unpaid balance (go.niu.edu/due-dates). For Huskie Installment Plan (HIP) participants, each installment must be paid by the designated due date. A \$25 monthly late payment fee will be assessed to any unpaid amount of \$25 or more (go.niu.edu/hip).

Any student with a past due balance will have a financial hold placed on their account record. This hold may prohibit the student from future registration of classes until the account balance is reduced down to the university's established threshold. **Merely ceasing to attend class does NOT cancel enrollment or qualify you for a reduction of charges (see Withdrawals section below).**

Payments can be made as follows:

- **Online:** Credit/debit card and e-check payments can be submitted through the Internet. Visa, American Express, MasterCard, and Discover cards are accepted. You can make a payment by logging in to **MyNIU** (myniu.niu.edu), clicking the **Financial Account** tile, and from the left navigation selecting **Make a Payment**. Follow the simple directions to complete the transaction.
- **In Person:** Cash or check payments can be accepted at the Bursar Office between 9 a.m. and 4 p.m.
- **By Mail:** If mailing your payment, your check should be made payable to **Northern Illinois University** and should be mailed to:
Bursar Office
Northern Illinois University
1425 W. Lincoln Highway
DeKalb, IL 60115-2828

To avoid delays in processing your payment, write your 8-digit student ID on the face of your check and allow at least 7 days for mail delivery.

- **Drop Box:** The Office of the Bursar has one drop box located on the wall to the left of the Bursar's Office main entrance in Swen Parson Hall, Room 235. **To avoid delays in processing your payment, please be sure that your 8-digit student ID number is written in the memo section of your check and is in a sealed envelope.**
- **Payments for International Students (via Flywire):** Log on to go.niu.edu/flywire.

Pending Financial Aid

The financial aid reflected on a bill prior to the start of a semester is based on assumed enrollment. Generally, aid is based on a full-time enrollment unless the student has requested a part-time award. Financial aid is adjusted to match actual enrollment when enrollment is official at the end of add/drop each semester. Contact the Financial Aid and Scholarship Office to request a part-time award.

Review "Students' Rights and Responsibilities" and "Terms and Conditions" under Disclosures at www.niu.edu/financial-aid for information about financial aid programs, eligibility requirements, and frequently asked questions. Dropping or withdrawing from courses, as well as non-attendance of courses, can result in the loss of financial aid. The State of Illinois Monetary Award (MAP Grant) eligibility is determined and announced by the Illinois Student Assistance Commission and is subject to State funding.

Credit Balance Refunds

Refunds are processed on eligible credit balances payable to the student by check or by direct deposit to the student's bank account. **Refund checks are mailed to the student's local address and are not available for pickup at the Bursar Office.** For the most timely and reliable delivery of a refund, **Direct Deposit** is preferred. You can sign up for direct deposit through the **Direct Deposit** link within the **Financial Account** Tile in MyNIU (myniu.niu.edu). Visit our website at go.niu.edu/refunds.

Returned Payment Fee

If notification of non-payment is received by NIU from the bank for reasons such as non-sufficient funds, stop payment, account closed, or mistyped routing/account number on an electronic payment, then a returned payment fee of \$25.00 will be assessed to your account.

Withdrawals

After registering, if you decide to withdraw from a course or courses, or not attend NIU, **you must contact your college office and follow proper withdrawal procedure. Merely ceasing to attend class does NOT cancel enrollment or qualify you for a reduction of course charges. No adjustment to tuition or fee charges on your student account will be made without an authorized withdrawal.** Withdrawal information can be viewed through the NIU website at www.niu.edu/withdrawals.

Shared Access

Share financial information with parents, family, or guests with **MyNIU Shared Access**. As a student at NIU, you can grant up to two individuals access to your MyNIU student information such as: **Make a Payment, Charges Due, Account Statements, View 1098-T, Term Account Detail, View Financial Aid, and To Do List**. For more information, please visit: go.niu.edu/shared-access.

Public University Tuition Statement Act

For fiscal year 2020, the General Assembly and the Governor authorized the aggregate amount of \$1.17 billion to be appropriated from the General Revenue Fund and the Education Assistance Fund for operation of the State's public universities. For fiscal year 2020, each resident undergraduate full-time public university student received an average tuition subsidy of \$3,997 from the State of Illinois, which was applied to offset the full cost of instruction.

Inquiries

Office of the Bursar: (815) 753-1885

Registration & Records: (815) 753-0681

Student Health Insurance Office: (815) 753-0122

Financial Aid and Scholarship Office:
(815) 753-1395

Housing & Residential Services:
(815) 753-1525

OneCard ID Services: (815) 753-9569