

Queens College Bursar's Office Has Gone Paperless!

No bill will be mailed. You can view your account at your CUNYfirst self service.

PAYMENT OPTIONS

Avoid long lines! Choose from the payment options below:

NEED A PAYMENT PLAN?

Call Tuition Pay (formerly AMS) at **1-866-267-2869 (1-866-267-CUNY)** or visit them online at www.tuitionpay.com for information. You must complete your registration with Tuition Pay by the due date of your bill. For those who register after July 31, Tuition Pay will have a representative on campus at the Bursar's Office from August 16 through September 2, 2011. Tuition Pay follows the same office hours as the Bursar.

BY MAIL

This option *cannot* be used once the semester starts (August 26, 2011).

Make checks payable to Queens College. Be sure to write your CUNY ID number on all checks.

Checks should be mailed to:
Queens College, CUNY
Bursar's Office
65-30 Kissena Blvd.
Flushing, NY 11367

DROP BOXES ARE FOR CHECKS ONLY

Drop boxes are located just inside the lobby doors of Jefferson Hall and outside the Bursar's Office (Jefferson Hall, Room 200).

ONLINE VIA CUNYFIRST

You can pay your bill by American Express, Discover, MasterCard, or e-check online at http://home.cunyfirst.cuny.edu/oam/Portal_Login1.html. Payment via credit card will incur a 2.65%

convenience fee. No fee is charged for an e-check transaction.

IN PERSON

Only cash and check payments are accepted at the Bursar's Office (Jefferson Hall, Room 200).

Bursar's Office Hours:

Monday–Friday, 9:30 am–4:30 pm;
and Tuesday & Wednesday, 5:00–7:00 pm (when classes are in session).

VERIFYING PAYMENT

To check if your payment has been applied, go to your CUNYfirst self service.

IMPORTANT NOTE

Unless you are receiving Financial Aid, your payment is due **in full** by your due date. Failure to pay by your due date may result in cancellation of your classes.

FINANCIAL AID

Any financial aid appearing on the bill is **estimated** and subject to change.

If your financial aid **does not fully** cover your tuition and fees, you **must** pay the remaining balance by the due date of the bill. If you do not receive the financial aid you anticipated, **you are liable for the full amount of your bill**. If you move, be sure to notify both the Registrar and the Financial Aid Office.

Financial Aid Direct Deposit

■ You can have your financial aid deposited directly into a CUNY Scholar Support Prepaid card. This is a MasterCard issued by Citibank in conjunction with CUNY.

■ You can have your financial aid deposited directly into your bank account. Pick up a form at Financial Aid or the Bursar's Office.

You can get more information about this card at the Bursar's Office or the Financial Aid Office.

Payment Due Dates

If you register	Payment is due
April 7–June 30	July 21, 2011
July 1–July 31	Aug. 11, 2011
Aug. 1–Aug. 22	Aug. 25, 2011
Aug. 23–through late registration	24 hours after registering

REFUND SCHEDULE

Withdrawal or Drop Date	Refund Rate	Liability
Through Aug. 25	100%	None
Aug. 26–Sept. 1	75%	25%
Sept. 2–Sept. 8	50%	50%
Sept. 9–Sept. 15	25%	75%
Sept. 16 and beyond	None	100%

REFUND OF TUITION

If you choose not to attend classes, **YOU** must drop all of your classes through CUNYfirst **BEFORE August 26, 2011** in order to receive a full refund.