Your statement is accessible on CUNYfirst Self-Service.

NOTE
Effective March 13, 2016, all credit and debit card transactions must be processed via the CUNY Payment Plan, which can be accessed through CUNYfirst Self-Service. For more information, log onto: www.qc.cuny.edu/admissions/bursar/Pages/default.aspx.

Payment Options

E-CHECK ONLINE VIA CUNYfirst
No fee is charged for e-check transactions.

PAYMENT PLAN—NELNET
Log on to your CUNYfirst Self-Service Student Center, then go to Finances and select Enroll/Manage Payment Plan. You must complete your enrollment by the due date of your bill. The enrollment fee for the payment plan is $95 per semester or session if you are using a credit card. If you opt for direct withdrawals from a bank account, the enrollment fee is $40 per semester or session. For additional help, please call 1-888-470-6014.

BY MAIL
This option cannot be used once the session starts: August 25, 2017
Make checks payable to Queens College and be sure to write your student ID number on all checks.
Checks should be mailed to:
Queens College, CUNY Bursar’s Office
65-30 Kissena Blvd.
Queens, NY 11367-1597

DROP BOXES ARE FOR CHECKS ONLY
Drop boxes are located inside the lobby doors of Jefferson Hall and outside the Bursar’s Office (Jefferson Hall, Room 200).

IN PERSON
Only cash, money order, or check payments are accepted at the Bursar’s Office (Jefferson Hall, Room 200).

Bursar’s Office Hours:
Monday—Thursday, 9:30 am–4:30 pm; Tuesday—Wednesday, 5–7 pm (when classes are in session); and Friday, 9:30 am–1 pm.

Payment Due Dates

<table>
<thead>
<tr>
<th>IF YOU REGISTER BY</th>
<th>PAYMENT DUE</th>
</tr>
</thead>
<tbody>
<tr>
<td>March 27–July 7</td>
<td>July 27</td>
</tr>
<tr>
<td>July 8–July 31</td>
<td>August 10</td>
</tr>
<tr>
<td>August 1–17</td>
<td>August 17</td>
</tr>
<tr>
<td>August 18 or later</td>
<td>Immediately</td>
</tr>
</tbody>
</table>

VERIFYING PAYMENT
Go to your CUNYfirst self-service to check if your payment has been applied.

Liability Schedule

If you withdraw or drop classes on or after the first day of classes (August 25, 2017), you incur a liability.

<table>
<thead>
<tr>
<th>IF YOU WITHDRAW OR DROP YOUR CLASSES</th>
<th>YOUR PAYMENT LIABILITY IS</th>
</tr>
</thead>
<tbody>
<tr>
<td>On or before August 24</td>
<td>No liability</td>
</tr>
<tr>
<td>August 25–31</td>
<td>25% liability</td>
</tr>
<tr>
<td>September 1–7</td>
<td>50% liability</td>
</tr>
<tr>
<td>September 8–14</td>
<td>75% liability</td>
</tr>
<tr>
<td>After September 14</td>
<td>100% liability</td>
</tr>
</tbody>
</table>

Once you have registered, you assume a financial responsibility. If you choose not to attend, you must drop your class/classes before the first day of classes. Failure to do so automatically entails a financial obligation on your part.

Please Note

- We strongly urge you to apply early for financial aid or loans, so that they are reflected on your student account by your due date. If you move, be sure to update your address in CUNYfirst.
- Any financial aid appearing on your account 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.
- You have the option of having your financial aid funds and any refunds due to you from the college electronically deposited for you. We recommend direct deposit.
- To apply for direct deposit: navigate to your CUNYfirst Self-Service Center ➔ Campus Finances ➔ Manage My Account ➔ Add Account, and follow the instructions.
- Refunds of payments made by credit card will be issued to your credit card.
- It is your responsibility to be aware of your specific due date, and to meet it in order to avoid cancellation of your classes. Payment due dates may occur during the weekend. For students who prefer to pay in person, please plan accordingly to determine the last day the Bursar’s Office will be open to receive your payment by your due date.
- It is University policy that all tuition/fee bills be settled (at the latest) by the first day of the semester or session. You may pay online through CUNYfirst, up until 11:59 pm on the day before classes begin. You are encouraged to pay online to avoid problems and having to wait on lines.