Your statement is accessible on CUNYfirst self-service.

PAYMENT OPTIONS

Choose a payment option:

❑ **Online via CUNYfirst**
You can pay your bill by American Express, Discover, MasterCard, Visa, or e-check online at CUNYfirst (http://home.cunyfirst.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.

❑ **By Mail**
This option cannot be used once the semester starts: JANUARY 28, 2015
Make checks payable to Queens College. 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 just inside the lobby doors of Jefferson Hall and outside the Bursar’s Office (Jefferson Hall, Room 200).

❑ **Payment Plan**
Call Tuition Pay at 1-866-267-2869 (1-866-267-CUNY) or visit them online at www.tuitionpay.com. You must complete your registration with Tuition Pay by the due date of your bill.

❑ **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; Friday 9:30 am–1:00 pm; and Tuesday–Wednesday, 5:00–7:00 pm (when classes are in session).

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### Payment Due Dates

<table>
<thead>
<tr>
<th>If you register</th>
<th>Payment is due</th>
</tr>
</thead>
<tbody>
<tr>
<td>Nov. 11–Dec. 9</td>
<td>Dec. 15, 2014</td>
</tr>
<tr>
<td>Jan. 27 or later</td>
<td>Immediately</td>
</tr>
</tbody>
</table>

### Liability Schedule

If you withdraw or drop classes on or after the first day of classes (January 28, 2015), you incur a liability.

<table>
<thead>
<tr>
<th>If you withdraw or drop your classes:</th>
<th>You are responsible for:</th>
</tr>
</thead>
<tbody>
<tr>
<td>January 28–February 3</td>
<td>25% of tuition</td>
</tr>
<tr>
<td>February 4–February 10</td>
<td>50% of tuition</td>
</tr>
<tr>
<td>February 11–February 17</td>
<td>75% of tuition</td>
</tr>
<tr>
<td>After February 17</td>
<td>100% of tuition</td>
</tr>
</tbody>
</table>

You also are liable for all the associated fees.

### Verifying Payment

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

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### PLEASE NOTE

- 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 the One Stop Center.
- 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 or the free CUNY Scholar Support Card for its speed, security, and convenience.
- To apply for direct deposit, navigate to Your CUNYfirst Self Service Center ➔ Campus Finances ➔ Manage My Accounts ➔ Add Account, and follow the instructions.

- Visit http://enroll.citiprepaid.com/cuny to obtain a free CUNY Scholar Support Card. To learn more about the card, visit www.cuny.edu/admissions/financial-aid/info-resources/scholars-support.html.
- 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 and 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 long lines.