BURSAR'S OFFICE
Summer 2022 Newsletter

Your statement is accessible on CUNYfirst Self-Service.

Once you register for classes, you assume financial responsibility. If you choose not to attend, you must drop your courses before the first official day of the session. Failure to do so automatically entails a financial obligation on your part.

Check your Queens College email regularly. All Bursar's Office communications are sent via email.

Payment Due Dates

To avoid class cancellation, pay your bill on or before your due date.

	IF YOU REGISTER BY	PAYMENT DUE
SUMMER 1 (SHORT AND LONG)	October 25–April 27	May 12
	April 28–May 16	May 23
	May 17–June 5	June 5
	June 6 or later	Immediately
SUMMER 2 (SHORT AND LONG)	October 25–May 26	June 10
	May 27–June 14	June 21
	June 15–July 4	July 4
	July 5 or later	Immediately
VERIFYING PAYMENT Go to your CUNYfirst self-service to check if your payment has been applied.		

Session Start Dates

SUMMER SESSION 1 (SHORT AND LONG)	June 6, 2022
SUMMER SESSION 2 (SHORT AND LONG)	July 5, 2022

Liability Schedule

If you withdraw or drop classes on or after the first day of classes, you incur a liability.

	IF YOU WITHDRAW OR DROP YOUR CLASSES	YOUR PAYMENT LIABILITY IS
SUMMER 1 (SHORT)	On or before June 5	No liability
	June 6–8	50% liability
	June 9–11	75% liability
	June 12 or later	100% liability
SUMMER 1 (LONG)	On or before June 5	No liability
	June 6–13	50% liability
	June 14–22	75% liability
	June 23 or later	100% liability
SUMMER 2 (SHORT)	On or before July 4	No liability
	July 5–7	50% liability
	July 8–10	75% liability
	July 11 or later	100% liability
SUMMER 2 (LONG)	On or before July 4	No liability
	July 5–July 9	50% liability
	July 10–14	75% liability
	July 15 or later	100% liability

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

PAYMENT OPTIONS

E-CHECK AND CREDIT/DEBIT CARDS ONLINE VIA CUNYFIRST:
- There is no fee charged for e-check transactions.
- A nonrefundable service fee of 2.65% will be charged to your account in addition to your payment for credit/debit cards.
1. Log on to Self -Service Student Center.
2. Go to finances and select make a payment.
3. Click make a payment on the menu on the left.

CUNY PAYMENT PLAN – NELNET VIA CUNYFIRST SELF-SERVICE STUDENT CENTER:
- The enrollment fee is $25 for credit card or echeck.
- For additional help, please call 1-888-470-6014.

MAIL (CHECKS AND MONEY ORDERS ONLY):
- The bursar is unable to accept payments by mail.
- Please use the echeck/credit card option.

529 AND OTHER COLLEGE SAVING PLANS:
- Please review 529 College Savings Plan guidelines.
- Withdrawals from your 529 account must match payment for qualifying expenses within the same tax year.
- Choose one of the two options:
  1. Request the disbursement be direct deposited to your bank account and then pay Queens College via eCheck online by your due date.

2. Request the payment be made directly to Queens College by your due date.

EXTERNAL/PRIVATE SCHOLARSHIP:
- Please submit your award letter to the Bursar's Office immediately upon receipt and/or before the due date of your bill via email.

COLLEGE/DEPARTMENT SCHOLARSHIP:
- The Financial Aid Office will post the award to your student account.

EMPLOYER AND/OR 3RD PARTY PAYING YOUR BILL:
- Please submit your voucher or official employer authorization letter to the Bursar's Office before the due date of your bill via email.

FEDERAL AND STATE FINANCIAL AID AND LOANS:
- Apply early so that your award is reflected on your student account by your due date.
- If your financial aid payment does not fully cover your balance you are responsible to pay the difference by your due date.
- Changes in your semester enrollment can result in reduced or revoked financial aid making you responsible to pay any remaining balance on your bill.

65-30 Kissena Boulevard, Queens, New York 11367-1597
Jefferson Hall, Room 200

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