FALL 2013 PAYMENT INSTRUCTIONS

PAYMENT FOR THE FALL 2013 SEMESTER IS EXPECTED BY 4:00 PM ON FRIDAY, AUGUST 23RD.
FAILURE TO SATISFY YOUR BILL BY THIS DATE WILL RESULT IN THE IMPOSITION OF LATE FEES, PENALTIES AND REGISTRATION HOLDS.

If your academic plans change and you will NOT be attending, you must drop your classes within the published refund schedule or you will be financially responsible for the charges on the bill. Please note that failure to attend class(es) does not absolve you from your financial liability.

RESIDENT STUDENTS: Returning resident students - must be registered and satisfy their bill no later than close of business on July 15th. If you do not have a schedule or remain unpaid, you will lose your room assignment and be placed on the waiting list.

New students - must be registered and satisfy their bill no later than August 22nd or you will be unable to check into the Residence Halls. Students with unpaid bills run the risk of losing their room assignment.

WEB PAYMENT: The College strongly encourages all students to pay their bill online through our secure credit card web site at www.farmingdale.edu/studentaccounts (VISA, MasterCard, American Express and Discover). Click on the “Pay Bill Online” link and follow the prompts for secure credit card payment. Please note that we do not accept credit card authorizations by telephone or fax.

STUDENT ACCOUNTS OFFICE: We will accept payments in the Student Accounts Office in Laffin Hall, Room 226, between the hours of 8:45 am and 4:15 pm Monday through Friday.

MAIL PAYMENTS: Please arrange to mail your Fall 2013 payment to the Student Accounts Office so that it will reach us prior to the payment deadline of August 23rd.

Checks should be made payable to Farmingdale State College and the student’s RAM I.D. Number should be written on the check. If paying by credit card, you must either pay online or in-person. If you are paying online, please select Fall 2013 from the drop down menu to ensure that payment is applied to the correct semester.

FARMINGDALE TUITION PAYMENT PLAN: The College offers a single semester deferred payment option tuition payment plan. To find out further information about the tuition payment plan offered, please go to the Student Accounts page at www.farmingdale.edu/studentaccounts and click on the “Payment Plans” link for a copy of Tuition Payment Plan Instructions. If after reviewing the payment plan information you wish to join the payment plan for Fall 2013, print a copy of the Tuition Payment Plan Form from the “Forms & Instructions” link on the Student Accounts page. When joining the tuition payment plan, please be aware that we must receive both your completed Tuition Payment Plan Form and the initial payment by 4:00 pm on Friday, August 23rd.

If you wish to make your initial payment for the Tuition Payment Plan by credit card you must do so online or in-person. If you pay online you must be sure to send the completed Tuition Payment Plan form
to our office prior to Friday, August 23rd. *We must have the original signed form in our office by the payment deadline, along with your payment, in order for you to be placed on the tuition payment plan. We cannot accept faxed copies of the Tuition Payment Plan.*

**FINANCIAL AID:** Applicable financial aid awards have been deducted from the total amount due on your student bill. The remaining balance due must be satisfied with the Student Accounts Office as indicated above. Subsequent financial aid payments will be refunded to you once your account is satisfied. *Questions regarding your Financial Aid award should be directed to the Financial Aid Office at (631) 420-2578.*

**ADJUSTMENTS TO YOUR BILL:** All of the fees listed on your bill are mandatory and are based on the number of credits that you are taking. A detailed explanation of the fees can be found on the College website. The Fall 2013 Fee Narrative document can be viewed on the Student Accounts page at [www.farmingdale.edu/studentaccounts](http://www.farmingdale.edu/studentaccounts), click on the “Forms & Instructions” link, then select the Fall 2013 “Fee Narrative.”

**COMPREHENSIVE FEE:** The comprehensive fee is a summary of several mandatory charges and is based on the number of credits you are registered for. An explanation of the services covered by each fee, along with the full-time (F/T) and part-time (P/T) per credit rate, is as follows:

- **College Fee:** $12.50 F/T, $0.85 per credit P/T  
  *The College Fee provides supplemental support to the academic mission of the College*

- **Technology Fee:** $175.00 F/T, $14.50 per credit P/T  
  *The Technology Fee supports the increased use of computing and communication technology in the deliverance of academic course offerings and administrative services available to all students*

- **Student Activity Fee:** $100.00 F/T, $8.00 per credit P/T  
  *The Student Activity fee supports the activities sponsored by the Student Government organization, which are open to all students*

- **Intercollegiate Athletic Fee:** $195.00 F/T, $16.25 per credit P/T  
  *The Intercollegiate Athletic Fee provides funding for the athletic facilities and teams*

- **Health Services Fee:** $135.00 F/T, $11.25 per credit P/T  
  *The Health Service Fee maintains the Health and Wellness Center which is accessible to all students*

- **Transcript Fee:** $10.00 per semester  
  *The Transcript Fee covers the cost of all transcripts requested during the semester*

**TUITION FEES:** (Go to [www.farmingdale.edu/studentaccounts](http://www.farmingdale.edu/studentaccounts) and click on the “Tuition & Fees” link to see the Fall 2013 and Spring 2014 Tuition and Fees Chart)

- **New York State Students:**
  - Full-Time Student (12 or more credits): $2,935.00 plus mandatory fees
  - Part-Time Student (less than 12 credits): $245.00 per credit, plus mandatory fees

- **Out of State and International Students:**
  - Full-Time Student (12 or more credits): $7,660.00 plus mandatory fees
  - Part-Time Student (less than 12 credits): $638.00 per credit, plus mandatory fees
International Student Insurance (MANDATORY):

<table>
<thead>
<tr>
<th>Period</th>
<th>Amount</th>
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<tbody>
<tr>
<td>Annual – 8/15/13 through 8/14/14</td>
<td>$1,113.00</td>
</tr>
<tr>
<td>Fall 2013 – 8/15/13 through 1/14/14</td>
<td>$463.75</td>
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<tr>
<td>Spring 2014 – 1/15/14 through 6/14/14</td>
<td>$463.75</td>
</tr>
<tr>
<td>Spring 2014 through Summer 2014 - 1/15/14 - 8/14/13</td>
<td>$649.25</td>
</tr>
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PARKING DECALS: All students who plan to bring their car on campus must purchase a Farmingdale State College Parking Decal through the Campus Police website at www.farmingdale.edu/campuspolice for a cost of $30.00. Click on “Parking & Traffic” then “Purchase Permit” and follow the prompts requesting your Ram ID# and password.

If you have any questions regarding the purchase of a parking decal, please contact the Campus Police Office at (631) 420-2561.

Please Note: Decals purchased during the Fall 2013 semester are valid through August 31, 2014.

HEALTH INSURANCE FOR RESIDENCE LIFE STUDENTS: All Residence Life students must have health insurance coverage. If you do not plan to purchase the campus health insurance because you are covered under another plan, you must present a copy of your insurance card to the Student Accounts Office, located in Laffin Hall, room 226, along with the completed Accident and Sickness Insurance Premium Waiver form, by Friday, September 20th. You will not be permitted to cancel the campus Health Insurance charges after this date. For a copy of the health insurance waiver form go to www.farmingdale.edu/studentaccounts, click on the “Forms & Instructions” link, then select Accident and Sickness Insurance Premium Waiver. This waiver form must be completed each year.

BOOKSTORE ACCOUNT VOUCHERS: Bookstore account vouchers are available to Financial Aid students who have a credit balance on their Fall 2013 tuition bill. Additional information on obtaining a bookstore voucher can be found at www.farmingdale.edu/financial-aid/pdf/bookstoreaccounts.pdf.

If you have any questions regarding your student account, please contact the Student Accounts Office at (631) 420-2560 from Monday through Friday, between the hours of 8:45am and 4:15pm.

CLASSES FOR THE FALL 2013 SEMESTER BEGIN ON
MONDAY, AUGUST 26TH

SATURDAY ONLY CLASSES BEGIN ON SATURDAY, AUGUST 24TH

ACCELERATED SATURDAY CLASSES BEGIN ON SATURDAY, SEPTEMBER 7TH
WE ARE REQUIRED BY NEW YORK STATE DIVISION OF THE BUDGET TO INFORM STUDENTS OF THE FOLLOWING:

Failure to pay your debt in full within 30 days of your presumed receipt of your initial notification of the debt (presumed receipt of notification is deemed to occur five days after mailing) will result in the assessment of interest or late fees. Interest will be assessed from the date of your presumed receipt of notification. The interest rate will be compounded daily on the principal balance which is turned over for collection. In addition, should you fail to pay this debt within ninety days following the presumed receipt of the initial notice, a collection fee equal to 22% of the amount then due, including interest (which is at the corporate underpayment rate set by the Commissioner of Taxation and Finance minus two percent), may be added to the amount which you owe.

**IMPORTANT NOTE**

**STATE DEBT COLLECTION LAWS AFFECTING ALL PAST DUE DEBTS OWED TO THE STATE OF NEW YORK**

Certain State Laws that became effective on January 1, 1995 granted additional enforcement powers to New York State agencies for collection of non-tax debts. If you have a current or outstanding debt within the State, you are strongly urged to settle this matter now.

**IMPORTANT PROVISIONS**

**INTEREST OR PENALTY ON OVERDUE NON-TAX DEBT – State Finance Law 18**

State agencies are authorized to assess interest or late payment penalty charges on overdue debts.

**COLLECTION FEE – State Finance Law 18**

State agencies or their representatives may charge collection fees to cover the estimated costs of processing, handling and collecting delinquent debts. The amount can be as much as 22% of the outstanding debt.

**AUTHORITY TO HOLD TRANSCRIPTS AND DENY REGISTRATION – Section 302.1 (j) Chapter V, Title 8 of the Official Compilation of Codes, Rules and Regulations**

No person shall receive credit or other official recognition for work completed satisfactorily, or be allowed to re-register until all tuition, fees and all other charges authorized by State University have been paid or University student loan obligations have been satisfied.

**REFERRAL OF THE DEBT TO THE TAX DEPARTMENT – State Tax Law 171-f**

State agencies are authorized to certify to the Department of Taxation and Finance that past due legally enforceable debts should be offset against any tax refunds, contracts or other State payments.

**RETURNED CHECK CHARGE – State Finance Law 19**

State agencies are authorized to charge a returned check fee when a check is dishonored.