SPRING 2013 PAYMENT INSTRUCTIONS

PAYMENT FOR THE SPRING 2013 SEMESTER IS EXPECTED BY 4:00 PM ON FRIDAY, JANUARY 25TH.
FAILURE TO SATISFY YOUR BILL BY THIS DATE WILL RESULT IN THE IMPOSITION OF LATE FEES, PENALTIES AND REGISTRATION HOLDS.

Since we will not be cancelling classes for the Spring 2013 semester, if you decide that you will not be attending classes it is very important that you drop your class(es) prior to Friday, January 25, 2013. Please note that failure to attend class(es) does not exempt you from your financial liability. If you do not drop your schedule by Friday, January 25th you will be liable for the total amount of your bill.

RESIDENT STUDENTS: All resident students must have a “paid” bill prior to moving into the residence hall.

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 Your Bill” link and follow the prompts for secure credit card payment. Please note that we do not accept credit card authorizations by telephone.

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 4:00 pm Monday through Friday.

MAIL PAYMENTS: Please arrange to mail your Spring 2013 payment to the Student Accounts Office so that it will reach us prior to the payment deadline of January 25th.

Checks should be made payable to Farmingdale State College and the student RAM I.D. Number should be written on the check. If paying by credit card you must either pay on-line or in-person. If you are paying on-line, please select Spring 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 click here for a copy of Tuition Payment Plan Instructions. If, after reviewing the information on the payment plan available for the Spring 2013 semester you wish to join, simply click here for a printable copy of the Tuition Payment Plan form. When joining the tuition payment plan, please be aware that we must receive
both your completed tuition payment plan form along with a partial payment by 4:00 on Friday, January 25th.

If you wish to make your initial payment for the Tuition Payment Plan by credit card you must do so on-line or in-person. If you pay on-line you must be sure to **send the completed Tuition Payment Plan form to our office** prior to Friday, January 25th. *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. *Click here to view the Spring 2013 Fee Narrative document.*

**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, $.85 per credit for P/T
  The College Fee provides supplemental support to the academic mission of the College

- **Technology Fee:** $167.50 F/T, $13.75 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:** $188.50 F/T, $15.50 per credit P/T
  The Intercollegiate Athletic Fee provides funding for the athletic facilities and teams

- **Health Services Fee:** $133.00 F/T, $11.00 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: (Click here to see Fall 2012 and Spring 2013 Tuition and Fees Chart)

New York State Student:
- Full-Time Student (12 or more credits): $2,785.00, plus mandatory fees
- Part-Time Student (less than 12 credits): $232.00 per credit, plus mandatory fees

Out of State and International Students:
- Full-Time Student (12 or more credits): $7,410.00 plus mandatory fees
- Part-Time Student (less than 12 credits): $618.00 per credit, plus mandatory fees

International Student Insurance (MANDATORY):
- Spring 2013 1/15/13 – 6/14/13 $477.00
- Spring 2013 thru Summer 2013 1/15/13 - 8/14/13 $667.75

PARKING DECALS: All students who plan to bring their car on campus must purchase a Farmingdale State College Parking Decal at a cost of $30.00 through the following Campus Police website:

https://www.farmingdale.edu/CampusPolice/Parking.html

Click on “Purchase Permit” then 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 2012 semester are valid through August 31, 2013.

HEALTH INSURANCE FOR NEW 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 and complete the Student Health Insurance Waiver form to the Student Accounts Office by Friday, February 8th. You will not be permitted to cancel the campus Health Insurance charges after this date. Click here for a copy of the Student Health Insurance Waiver. This waiver form must be completed each year.
BOOK VOUCHERS: Book vouchers are available to Financial Aid students who have a credit balance on their Spring 2013 tuition bill. Click here for additional information on obtaining a Bookstore Voucher.

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 8:45 am and 4:00 pm.

CLASSES FOR THE SPRING 2013 SEMESTER BEGIN ON

MONDAY, JANUARY 28TH AND
ON SATURDAY, FEBRUARY 9TH
FOR SATURDAY ONLY CLASSES

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.