



NORTHLAND COLLEGE

▲ 2023-24 TUITION

FALL PAYMENT DUE: **August 15, 2023**

WINTER PAYMENT DUE: **January 15, 2024**

NORTHLAND COLLEGE

OVERVIEW

STEPS

1. Examine Billing Materials
2. Review Your Bill
3. Select Payment Method
4. Complete Transaction

PAYMENT OPTIONS

1. Payment in Full
2. NelNet Campus Commerce
3. Flywire – International Payments
4. Internal Payment Arrangement

CONTACT US

Admissions
(715) 682-1224
admissions@northland.edu

Financial Aid
(715) 682-1255
finaid@northland.edu

Registrar
(715) 682-1227
registrar@northland.edu

Residential Life
(715) 682-1272
res-life@northland.edu

Student Accounts
(715) 682-1352
studentaccounts@northland.edu

Student Life
(715) 682-1236
studentlife@northland.edu

Welcome!

This billing guide explains the procedures and materials that you will need to complete to be a validated student for the semester. A validated student is one who is officially registered and has made payment arrangements with Student Accounts in the Student Financial Services Office.

STEP 1 EXAMINE YOUR BILLING MATERIALS

Bill: Your bill lists the financial aid and charges in US dollars for **ONE** term. If you have not pre-registered, your charges may be based on anticipated, full-time enrollment.

NelNet Campus Commerce: Visit

[MyCollegePaymentPlan.com/northland-college](https://mycollegepaymentplan.com/northland-college)

Flywire - International Payments: Visit

Payments only: <https://payment.flywire.com/pay/payment>

Payment plan options: northland.myonplanu.com/login

Internal Payment Arrangement request form: See page 5.

STEP 2 REVIEW YOUR BILL

Please keep in mind that your initial bill may change if you change your schedule. It is very important you pay the amount due from this bill because an updated e-bill will not be created until the add/drop at the end of September.

DESCRIPTION OF CHARGES

Tuition

Applicable course fees will be applied when you complete your course registration process. If you have not completed registering for classes, your tuition may not be assessed at the full-time rate. Please visit <https://my.northland.edu/finances/#cost>.

Housing and Food

Your housing/meal plan charges have been billed according to the preferences you indicated on your housing application. If you will be living on campus and your housing application is incomplete, housing and food may not be included on the bill. You should contact the Residential Life Office to complete your housing application and/or visit <https://my.northland.edu/student-handbook/student-accounts/#room-board>.

NORTHLAND COLLEGE

Required Student Fees

Student Sustainability Programs Fee: assessed by the Northland College Student Association for all students enrolled in 8 or more credits. Funds are allocated by REFund, our student-administered grant program that funds projects designed to enhance sustainability and increase energy efficiency on the Northland campus. Student-led applications are evaluated by a committee.

Northland College Student Association Fee: assessed for all students enrolled in 8 or more credits per session to help operate the association and to provide student activities and entertainment.

Comprehensive Fee: assessed for all students enrolled in 8 or more credits per session to support student services in the student center, online services, health services, student publications, computer labs, and other activities available to all students.

APPLYING FINANCIAL AID

Please consult your financial aid offer for complete information on your award offer for the school year. You must complete all required forms and submissions to receive financial aid disbursements. Go to the student portal, <https://my.northland.edu/finances/myaid/>, to accept your award and upload any required documents.

If you are looking for Federal Student Loans, Alternative Student Loans, or Parent Loan for Undergraduate Students (PLUS) to help cover the costs of your bill, please consult your financial aid award to review your options. Review <https://my.northland.edu/finances/aid/#loans> for more information or direct your financial aid questions to the Financial Aid Office at (715) 682-1255.

The work-study portion of your financial aid is **NOT** included on the bill as you must earn this to receive it. If you would like a portion of your work earnings assigned from your paycheck directly to your account, please complete the Direct Deposit/Campus Work Earnings Form ([available online here](#)), and mark the percentage you wish to receive. Remember you will need to complete a Federal I-9 form before beginning any employment with Northland College. To complete this form, you will need to bring a Social Security card, passport, birth certificate, or other acceptable documents. A complete list of documents can be found at uscis.gov/i-9-central/acceptable-documents/list-documents/form-i-9-acceptable-documents. Please note you will need one document from list A or one each from lists B and C. You will need the original document, or a certified copy, photos and photocopies cannot be accepted.



WHERE TO PAY

MAIL

Northland College
ATTN: Business Office/Student Accounts
1411 Ellis Avenue
Ashland, WI 54806

IN PERSON

Student Financial Services Office
located in Brownell Hall

ONLINE

Visit
<https://my.northland.edu/finances/payments/mybill/> login, and
continue to CASHNet.

* Remember to create a parent
pin if you want someone else to
access and pay your bill.

REMINDERS

HOLDS & LATE FEES

Failure to accept your financial aid
award or pay your bill can cause a
HOLD on your student account. If you
do not clear your HOLD by the last day
to add/drop in September and/or
January, you will be assessed a late
payment fee up to \$200.

PARENTS

More information online at:
<https://my.northland.edu/finances/payments/>

ADJUSTING OR MAKING BILLING CHANGES

Certain choices you make may affect the amount you owe. Changing your meal plan, room type, or your course schedule may result in billing changes. Use the monthly email reminder from CASHNet to check your billing activity.

STEP 3 SELECT A PAYMENT METHOD

OPTION A: Pay Balance in Full

- Cash — in person
- Check — in person, by mail, online
- Credit Card — **online only**; a minimum 2.75% convenience fee will be applied to all credit card transactions.

OPTION B: NelNet Campus Commerce Payment Plan

Learn about payment plans by visiting:

<https://mycollegepaymentplan.com/northland-college/>

OPTION C: Flywire – International Payments

Learn about international payments and payment plans by visiting

Payments only: <https://payment.flywire.com/pay/payment>

Payment plan options: northland.myonplanu.com/login

OPTION D: Internal Payment Arrangement

For short-term payment arrangements (three months or less or balances under \$1,000) and/ or if you are expecting payments from a 529 college savings plan, the Veteran's Administration (VA), tribal support, or another third-party, please use this form to organize your payment arrangement.

STEP 4 COMPLETE TRANSACTION

Fall payment due: August 15, 2023

Winter payment due: January 15, 2024

Failure to pay your tuition will delay final confirmation of your course schedule.

- Pay in full **or**
- Enroll in NelNet **or** Flywire **or**
- Send in Internal Payment Arrangement Form with first payment

Thank you!

Q. I'm a parent, why can't you talk to me about my student's bill?

A. The Family Education Rights and Privacy Act (FERPA) of 1974, also known as the Buckley Amendment, is designed to protect the privacy of student records. This also applies to financial records. Your student needs to sign a FERPA form (managed by the Registrar's Office) and name you as representative of their account if they wish to allow the Student Financial Services staff to discuss their bill with you

Q. When is my tuition payment due?

A. Fall Term tuition is due by August 15. Winter Term tuition is due by January 15. May Term tuition is due by April 15. Be sure to use the NelNet Campus Commerce payment plan, Flywire International payment plan or the Internal Payment Arrangement Form to avoid the late fee of up to \$200 for balances not paid in full. Your schedule could be dropped at the end of the add/drop period if you have a balance not covered by some type of payment arrangement.

Q. What if I have a third-party payment, such as an educational account, outside scholarships, Tribal funding, or Veteran's benefits?

A. To avoid late fees, an Internal Payment Arrangement Form must be completed to record these anticipated funds.

Q. Will there be any additional charges?

A. The amount you owe could change for the following reasons (not an all-inclusive list):

- Travel courses requiring substantial deposits.
- Orientation/Outdoor Orientation Trip
- Change in your course schedule (full-time or part-time status)
- Housing or meal plan changes

Q. I am going to apply for financial aid. Can I use the NelNet Campus Commerce site?

A. Yes, but you must complete the financial aid process to ensure that financial aid is applied to your account on time. Go to <https://studentaid.gov/h/apply-for-aid/fafsa> to apply.

Q. What if I sign up for the plan, make the first payment, and then receive a financial aid offer?

A. Once your financial aid package is completed, your payment plan can be adjusted to reflect your financial aid. If the payment that you made results in a credit balance, then you may qualify for a refund.

Q. I have a question that has not been answered here. Who should I talk to?

A. If it is a general financial question, call Financial Aid at (715) 682-1255. If your question concerns payment arrangements, call Student Accounts at (715) 682 -1352. The number for NelNet Campus Commerce is (800) 609-8056. If you have questions or concerns about your Flywire payments or account, please call Student Accounts at (715) 682-1352.

Q. Why doesn't the work-study payment appear on the bill?

A. While the work-study award is considered a financial aid award, it is not applied directly to the bill because the money must be earned by working. Money from work-study positions can be applied directly by filling out a payroll direct deposit form from the Payroll Office.



INTERNAL PAYMENT ARRANGEMENT FORM

DATE: _____

LAST NAME: _____

FIRST NAME: _____

STUDENT ID: _____

☐ Fall Term ☐ Winter Term ☐ May Term

Please return this form to Student Accounts in the Student Financial Services Office located in Brownell Hall, or email to studentaccounts@northland.edu.

Please complete and return this page if you need to inform the Student Financial Services Office of additional support other than your financial aid package and/or you want to pay your bill directly to the College. If you have already created a Flywire International Payment plan or NelNet Campus Commerce payment plan to cover your bill, do not use this form.

This form helps account for anticipated scholarships and outside loans not on the billing statement. Examples include local scholarships, tribal funding, and pre-paid tuition plans. Also use this form to report your promise to pay your tuition bill of less than \$1,000 to the College directly over a short-term of up to four individual payments by November 15 (Fall Term), March 15 (Winter Term) and April 15 (May Term).

Amount due from billing statement ➤

+\$

(AMOUNT DUE ON ESTIMATED BILL)

Subtract anticipated items not yet appearing on the billing statement

Examples include: outside scholarships, work study, tribal support, prepaid tuition plans.

..... ➤

Description and anticipated date of receipt

-\$

..... ➤

Description and anticipated date of receipt

-\$

..... ➤

Description and anticipated date of receipt

-\$

Adjusted balance due ➤

-\$

(IF TOTAL IS NOT ZERO, KEEP GOING!)

Subtract your payments

I will pay the College directly in 1 ☐ 2 ☐ 3 ☐ 4 ☐ payments

Payment 1 date: ____ / ____ / ____ ➤

-\$

Payment 2 date: ____ / ____ / ____ ➤

-\$

Payment 3 date: ____ / ____ / ____ ➤

-\$

Payment 4 date: ____ / ____ / ____ ➤

-\$

Total of all payments ➤

-\$

Anticipated balance end of term ➤

\$0 YOU DID IT! THANK YOU!

Student Signature: _____