

# Tuition Liability Dates

Save for future reference.

## FALL 2009 SEMESTER

Drop/Withdrawal Date	Your Liability
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### Semester Length – Fall 2009

#### By the end of the First Week of Classes

Sunday, September 6	0%
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#### Second Week of Classes

Monday, September 7 – Sunday, September 13	30%
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#### Third Week of Classes

Monday, September 14 – Sunday, September 20	50%
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#### Fourth Week of Classes

Monday, September 21 – Sunday, September 27	70%
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<b>Beginning Monday, September 28</b>	<b>100%</b>
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### Eight-Week 1 – Fall 2009

#### By the end of the First Week of Classes

Sunday, September 6	0%
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#### Second Week of Classes

Monday, September 7 – Sunday, September 13	60%
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#### Third Week of Classes

Monday, September 14 – Sunday, September 20	80%
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<b>Beginning Monday, September 21</b>	<b>100%</b>
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### Eight-Week 2 – Fall 2009

#### By the end of the First Week of Classes

Sunday, October 25	0%
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#### Second Week of Classes

Monday, October 26 – Sunday, November 1	60%
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#### Third Week of Classes

Monday, November 2 – Sunday, November 8	80%
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<b>Beginning Monday, November 9</b>	<b>100%</b>
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\*Fees: University and SEVIS Fees will not be adjusted or refunded for courses bearing an official drop/withdrawal date of the first day of classes for the semester or later. (Monday, August 31, 2009 for Fall 2009 and Wednesday, January 20, 2010 for Spring 2010.)

Tuition liability charts show the percentage of cost that a student will need to pay based on their drop/withdrawal date.

See Academic Calendars at [albany.edu/catalogs\\_calendars\\_schedules/acad\\_cal.html](http://albany.edu/catalogs_calendars_schedules/acad_cal.html)

## SPRING 2010 SEMESTER

Drop/Withdrawal Date	Your Liability
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### Semester Length – Spring 2010

#### By the end of the First Week of Classes

Tuesday, January 26	0%
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#### Second Week of Classes

Wednesday, January 27 - Tuesday, February 2	30%
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#### Third Week of Classes

Wednesday, February 3 - Tuesday, February 9	50%
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#### Fourth Week of Classes

Wednesday, February 10 - Tuesday, February 16	70%
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<b>Beginning Wednesday, February 17</b>	<b>100%</b>
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### Eight-Week 1 – Spring 2010

#### By the end of the First Week of Classes

Tuesday, January 26	0%
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#### Second Week of Classes

Wednesday, January 27 – Tuesday, February 2	60%
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#### Third Week of Classes

Wednesday, February 3 – Tuesday, February 9	80%
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<b>Beginning Wednesday, February 10</b>	<b>100%</b>
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### Eight-Week 2 – Spring 2010

#### By the end of the First Week of Classes

Tuesday, March 16	0%
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#### Second Week of Classes

Wednesday, March 17 – Tuesday, March 23	60%
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#### Third Week of Classes

Wednesday, March 24 – Tuesday, March 30	80%
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<b>Beginning Wednesday, March 31</b>	<b>100%</b>
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State University of New York



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Campus Center G-26  
1400 Washington Avenue  
Albany, NY 12222-0001

THE WORLD WITHIN REACH



## MONEY MATTERS

Academic Year 2009-2010

Save for future reference.

**UNIVERSITY  
AT ALBANY**

State University of New York



## Student Accounts Goes Green! No Paper Bills!

Paper invoices are NOT sent throughout the term. See “E-Bills” below for information on billing practices.

### PAYING ON TIME HELPS EVERYONE

Avoid late payment fees and holds on your account. Payment is always due on the 15th of the month following the issue date on your invoice.

- **MyUAlbany**

Sign onto MyUAlbany at [albany.edu/myualbany/](http://albany.edu/myualbany/) and visit the “Finances” tab for the latest information on what’s new with your student account.



### EPAY YOUR WAY AT [EPAY.ALBANY.EDU](http://EPAY.ALBANY.EDU)!

Easy, online payments can be made using a U.S. checking, savings or credit card account at [epay.albany.edu](http://epay.albany.edu).

- **View and Pay E-Bills**

E-Bills are issued on or about the 20th of each month, beginning in July for the Fall term and in December for the Spring term. Payment is always due on the 15th of the following month. Email notification is sent to the student’s UAlbany email account when E-Bills are ready. The UAlbany email address is the official means of communication at the University.

Check the account regularly for E-Bill and other important notices. Visit [epay.albany.edu](http://epay.albany.edu).

- **Set Up Epay Access for Parents and Designees**

Authorized User (AU) accounts may be set up for parents or designees who assist students with paying invoices. The AU account allows the designee to view and/or pay E-Bills online and to receive email notification of E-Bills that are ready for viewing.

Students should click on the “Authorized Users” tab and follow the set-up steps on [epay.albany.edu](http://epay.albany.edu).

- **Set Up an E-Refund Account**

Log onto [epay.albany.edu](http://epay.albany.edu) and visit “My Profiles > Payment Profile.” Currently, refunds can be electronically deposited into a checking or savings account.

- **Sign Up for E-Payment Plan on [epay.albany.edu](http://epay.albany.edu)**

Pay your invoice in 4 easy monthly installments! Click on the “Enroll in Payment Plan” tab and follow the easy enrollment steps. Fall installments are due 8/15, 9/15, 10/15, and 11/15; Spring installments are due 1/15, 2/15, 3/15, and 4/15. Be sure to read the full plan description when enrolling. Enrollment is required each semester you wish to pay by installment.

- **Pay Housing E-Deposits at [epay.albany.edu](http://epay.albany.edu)**

Select the “Deposits” tab to make your room deposit online. Be sure to print the payment confirmation receipt after you have made your deposit. You will need to submit this to Residential Life. For more information, contact [ResLife@albany.edu](mailto:ResLife@albany.edu) or 518.442.5875.

### CHARGES FOR ON-CAMPUS HOUSING

Visit [albany.edu/housing](http://albany.edu/housing). Direct questions regarding housing assignment or charges to Residential Life.

### MEAL PLAN QUESTIONS

Call SUNYCard / Food Service at 518.442.5989 with questions about meal plans. Also see [albany.edu/uas/sunycard.html](http://albany.edu/uas/sunycard.html).

### OTHER FORMS OF PAYMENT

The University accepts MasterCard, VISA, Discover and most debit card payments. Visit: [albany.edu/studentaccounts/](http://albany.edu/studentaccounts/) for more information. Credit card payments are not accepted by phone. Payment may also be made with check or money order payable to the University at Albany. Cash payment can only be made at the Bursar Counter located in the Student Financial Services Center, Campus Center G-26.

### NOT ATTENDING? LET US KNOW!

If you will not attend the University, you MUST drop your classes on MyUAlbany and contact the appropriate office(s) as listed. See Tuition Liability dates below.

Undergraduate Students: Office of Withdrawals and Readmissions – 518.442.5821; [albany.edu/withdrawalreadmission/](http://albany.edu/withdrawalreadmission/). Graduate Students: Office of Graduate Studies – 518.442.3980; [albany.edu/gradstudies/](http://albany.edu/gradstudies/) and the Registrar’s Office 518.442.5540; [albany.edu/registrar/](http://albany.edu/registrar/). General Studies/Visiting Students: Office of General Studies – 518.442.5140; [albany.edu/generalstudies/](http://albany.edu/generalstudies/).

### RETURN OF FEDERAL FINANCIAL AID

Financial aid may be affected for students withdrawing from classes; direct questions to the Student Financial Services Center at 518.442.3202.

### PROPOSED 2009-2010 TUITION AND FEE RATES

Total Tuition and Fees as Specified	Per Semester Cost NYS Resident	Annual Cost NYS Resident	Per Semester Cost Non-Resident	Annual Cost Non-Resident
Undergraduate	\$3,374.00	\$6,748.00	\$7,324.00	\$14,648.00
Graduate - Non-MBA	\$4,771.50	\$9,543.00	\$7,211.50	\$14,423.00
Graduate - MBA	\$4,891.50	\$9,783.00	\$7,466.50	\$14,933.00

For complete tuition and fee information, visit: [albany.edu/studentaccounts/charges.htm](http://albany.edu/studentaccounts/charges.htm).

### REFUNDS

Unless there is an E-Refund account or a refund address reflected in MyUAlbany, refunds are mailed to the student’s permanent address. Credit card refunds are credited back to the original credit card. Any refund based on an adjustment of charges, withdrawal from the current term/semester, or dropped course will NOT reflect the last day of attendance in the course. It will be based on the date that the student officially dropped/withdrew from the course on MyUAlbany. See liability information below.

### NYS TUITION RESIDENCY APPLICATION

The New York State Residency Application for Tuition Billing Purposes deadline is the midterm-point of the semester for which you are applying for in-state status: Fall 2009 – 10/15; Spring 2010 – 3/8.

Visit: [albany.edu/studentaccounts/nyresidency.htm](http://albany.edu/studentaccounts/nyresidency.htm).

### INTERNATIONAL STUDENT INSURANCE AND WAIVER DEADLINES

To learn about International Student Insurance Waiver requirements, procedures and deadlines, visit: [albanyinternationaleducation.com/iss/node.php?nodeid=5](http://albanyinternationaleducation.com/iss/node.php?nodeid=5).

### NEED ADDITIONAL HEALTH INSURANCE?

See [albany.edu/health\\_center/insurance/index.htm](http://albany.edu/health_center/insurance/index.htm) for information on additional domestic health insurance. Questions? Contact: [askUHC@uamail.albany.edu](mailto:askUHC@uamail.albany.edu) or 518.442.5505.

### TO APPEAL YOUR TUITION LIABILITY

If there are extenuating circumstances that call for a review of your tuition liability, you have the right to file an appeal. Visit [albany.edu/studentaccounts/liability.htm](http://albany.edu/studentaccounts/liability.htm) for more information.

### QUESTIONS?

E-Pay and Student Accounts information can be found at [albany.edu/studentaccounts/](http://albany.edu/studentaccounts/). Direct questions about your Student Account or Financial Aid to [SSCweb@uamail.albany.edu](mailto:SSCweb@uamail.albany.edu); [FAOweb@uamail.albany.edu](mailto:FAOweb@uamail.albany.edu); the Student Financial Services Center, Campus Center G-26; or 518.442.3202.