STUDENT BILL AND PAYMENT INSTRUCTIONS
FOR PAYING FALL 2017 SEMESTER CHARGES
To confirm your Fall 2017 registration, pay the total amount due on the student bill by MONDAY, AUGUST 21, 2017

Payment may be made by cash, personal or certified check, money order, Visa, MasterCard, Discover, American Express, or University-approved financial aid.

BY MAIL
Mail a check or money order to:
UNCG Cashiers and Student Accounts Office
P.O. Box 26170
Greensboro, NC 27402-6170

IN PERSON
Pay with cash, check, or money order at:
UNCG Cashiers and Student Accounts Office
151 Mossman Building, Campus

ONLINE
Pay online with either credit card (with a 2.75% service fee) or electronic check. Access the Student Account Center through UNCGenie and follow the online payment instructions listed below.

Mailing Instructions
✦ Include your 9-digit University ID number on all checks or money orders.
✦ Pay the exact amount owed. Do not mail cash.
✦ Make your check or money order payable to UNCG.
✦ Address your payment to the UNCG Cashiers and Student Accounts Office. Do not send it to any other UNCG office or just to UNCG.

Online Payment Instructions Using the Student Account Center
✦ Login for Students:
✦ Go to www.uncg.edu and click on the UNCGenie System icon.
✦ Click Enter Secure Area. Type in User ID (9-digit University ID number) and PIN and click Login.
✦ Click Student Account Center.
✦ Login for Authorized Users:
✦ Go to www.uncg.edu and click on the UNCGenie System icon.
✦ Click Student Account Center. Type in Email and Password and click Login.
✦ Once on the Student Account Center homepage, view your balance and click Make a Payment or click on the Make Payment link at the top of the page.
✦ Select Current Account Balance and enter the dollar amount to be paid. It is optional to enter a notation in the Memo block. Click Continue.
✦ Verify the Payment Amount, select the Payment Method, and click Select. If paying by Electronic Check, enter the banking information and click Continue. If paying by Credit Card, click Continue to PayPath and proceed with the step-by-step payment instructions. If a card is used to make payment, a 2.75% service fee (minimum of $3.00) will be assessed.

Registration Confirmation
To verify if your Fall 2017 registration has been confirmed, login to the secure area of UNCGenie from UNCG’s homepage, www.uncg.edu. Click Student Services and Financial Aid and then Payment Confirmation. Select the term and click Submit. If your registration has not yet been confirmed, please make certain your balance is settled in full by the payment deadline.
Financial Aid

The Cashiers and Student Accounts Office determines aid deferability.
- Pay the “amount due” shown on your bill by August 21, 2017. The amounts for your Fall 2017 charges and anticipated Fall 2017 aid have been combined to produce a net amount for Fall 2017.
- All previous balances MUST be paid by August 21, 2017 and cannot be paid by Fall 2017 financial aid.
- If you are receiving Title IV (federal) financial aid, make certain you have completed the online Title IV Authorization Form. You may access this form by logging into the secure area of UNCGenie, click Student Services and Financial Aid, and then click Financial Aid Title IV Authorization. Select your options for Sections A and B and click Submit.

Outside Resources
- Scholarship checks must be received at UNCG by August 21, 2017 to defer your Fall 2017 charges.
- Official notification from scholarship donors will be accepted as anticipated credit.
- The Cashiers and Student Accounts Office will notify the students who have funds that require endorsement.
- If a third party source is paying your bill, it is your responsibility to make sure the appropriate paperwork is in the Cashiers and Student Accounts Office by August 21, 2017.

If financial aid has not been applied to your bill, it could be for one of the following reasons:
- Your financial aid file is not complete or there is an unmet requirement. Please review your information on UNCGenie’s Financial Aid section or contact the Financial Aid Office at 336-334-5702 or finaid@uncg.edu.
- The award type is not deferrable.
- No notification of the outside resource was received by UNCG.
- Your failure to meet Satisfactory Academic Progress.
- If you are using a Direct and/or Parent PLUS Loan to cover your bill, please make certain you have accepted your loan online and/or completed the PLUS process and/or Master Promissory Note online at www.studentloans.gov.

TuitionPay Payment Plan
- If your TuitionPay plan is not reflected on this bill, please contact the Cashiers and Student Accounts Office.
- Enrollment in the TuitionPay plan does not cover outstanding charges from the previous semester, parking fines, library charges, etc.
- Outstanding balances from your Spring 2017 TuitionPay contract cannot be carried into the Fall 2017 TuitionPay contract.
- The deadline to set up your TuitionPay contract was July 28, 2017. If you missed that deadline and are in need of a payment plan for the Fall 2017 semester, please contact the Cashiers and Student Accounts Office directly.

Important Information
- Be aware that the following may result in cancellation of your Fall 2017 registration:
  - Non-payment or a partial payment of your bill by August 21, 2017.
  - A returned check.
  - Not meeting the conditions of your payment plan contract.
- Before making any room and/or meal plan adjustments to your bill, please contact The Office of Housing and Residence Life at 336-334-5636 or hrl@uncg.edu.
- Student Health Insurance - If your bill contains a charge for a health insurance premium and you already have coverage, an online waiver process must be completed. Login to studentbluenc.com/uncg to complete this waiver. If you have any questions regarding this waiver process, please contact Student Health Services at 336-334-5759.
- If you registered after August 1, 2017, you were not issued an official eBill. Please view your balance online through the Student Account Center.

Suppression of Directory Information for Students
Under FERPA, students have the right to request in writing that the disclosure of directory information be withheld from persons outside the University. To suppress your name from the University Directory and Campus Information, complete a suppression of personal information form with the Registrar’s Office. This form may be found online at https://reg.uncg.edu/policies/suppression/.