

Business Services FAQs

Please review our FAQ for the Business Services Office. If you have questions, please contact the Business Services Office directly.

How do I pay my bill?

You can pay by phone with a credit/debit card; by mail with a check; in person with cash, check, or debit/credit card; OR dial toll-free 877-747-3566.

How are bills distributed?

Bills are mailed to the address we have on file for each student. The student can also view and print student bills from the student portal.

Can I pay the tuition and fee bill from more than one account?

Yes, we accept cash, check, and debit cards and Visa, MasterCard, Discover, and American Express credit cards. Tuition and fees can be paid with any combination of the above.

How much is the bill going to be?

The amount of the bill depends on the number of units a student is enrolled in. It will also include any mandatory fees such as the student operation fee and the mandatory accident insurance policy. Please refer to the Tuition and Fees schedule for each academic term.

When is tuition due?

If you are a cash paying-student, tuition is due by the first day of classes each term. If you are set up on a monthly payment plan, the first payment is due on the first day of classes, then on the same day of each consecutive month.

What are mandatory fees?

These are fees other than tuition, such as the student operation fee. This fee covers copying and printing fees, studio, library, lab, career services, school access and ID card, and a student activity fee. There is also a mandatory accident insurance policy for a minimal cost. Refer to the Tuition and Fees schedule for each academic year for additional fees.

What are course fees?

Refer to the Tuition and Fees schedule for each academic year

Why can't a parent automatically see their student's bill or other information?

Because of the Family Educational Rights and Privacy Act (FERPA), the university legally cannot disclose information about student account without the student's written permission.

How does student receive a refund?

The student will receive a refund by check that is picked up in the Business Office. This check is generated after all tuition and fees have been paid in full.

How are refunds issued for Parent PLUS Loans?

Checks are issued to the Parent name on file and mailed via USPS or overnighted via UPS.