

# STUDENT FINANCIAL SERVICES

STUDENT SERVICES BUILDING  
PHONE: 302.831.2126 FAX: 302.831.3041

Student Financial Services' mission is to facilitate educational access and foster success by helping students and families pay for a UD education. We strive to provide both personal and online services in an accessible and seamless manner.

## STUDENT ACCOUNT SETUP CHECKLIST

- ✓ **CHECK YOUR UD EMAIL**  
All communications from SFS, including billing and financial aid notices, are sent to your UDEL email account.
- ✓ **ACCESS STUDENT INFORMATION SYSTEM (UDSIS)**  
This is UD's self-service portal. From UDSIS you can access My Finances (UD's online billing and financing system) to review charges and financial aid and to pay your bill.
- ✓ **GRANT PARENT MY FINANCES ACCESS**  
While it's optional, we encourage you to grant others access to your student account. Log in to UDSIS and click on "Grant Parent My Finances Access". Submit the appropriate information.
- ✓ **REVIEW YOUR FINANCIAL AID**  
Initial awards are available on My Blue Hen Home for new admits. Award details are also available on UDSIS (beginning 4-6 weeks prior to the start of the term). You should familiarize yourself with all award criteria, as many sources of aid have conditions for renewal.
- ✓ **COMPLETE TO DO LIST ITEMS**  
Action items to ensure you are meeting all of your student account requirements are included on your *To Do List*. You can review this on UDSIS.
- ✓ **FULFILL HEALTH INSURANCE REQUIREMENT**  
Review UD's health insurance requirements ([www.udel.edu/studentinsurance](http://www.udel.edu/studentinsurance)) and either enroll in a policy or waive by providing proof of equivalent coverage.

## BILLING NOTICE & PAYMENT SCHEDULE

	FALL	SPRING
Email Notification Sent	Mid-July	Mid-December
Semester Pay-in-Full <u>or</u> First Installment* Due Date	August 1	January 7
Second Installment* Due Date	September 1	February 7
Third Installment* Due Date	October 1	March 7
Fourth Installment* Due Date	November 1**	April 7**

\*Enrollment in the Installment Plan incurs a \$50 fee per semester.

\*\*Students with balances remaining after these dates will be unable to register for future terms.

## ONLINE SERVICES



Student Information System

Manage academic, financial, and personal information.

[www.udel.edu/udsis-student](http://www.udel.edu/udsis-student)



Student Account Management System

Allows student to view account and make online payments. Student must grant access to any other user.

[www.udel.edu/myfinances](http://www.udel.edu/myfinances)

Tutorials are available:

[www.udel.edu/finaid/mf\\_tutorials](http://www.udel.edu/finaid/mf_tutorials)



SFS Website

General information on billing and financial aid. Tuition/fee rates available in the first week of July.

[www.udel.edu/sfs](http://www.udel.edu/sfs)

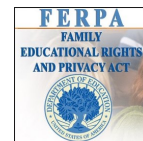
[www.udel.edu/rates](http://www.udel.edu/rates)



Ask SFS

Review frequently asked questions and submit inquiries to SFS advisors.

[www.udel.edu/asksfs](http://www.udel.edu/asksfs)



Family Education Rights & Privacy Act

Information on your privacy rights as a student.

[www.udel.edu/registrar/policies-procedures/ferpa-summary.html](http://www.udel.edu/registrar/policies-procedures/ferpa-summary.html)