

# My Finances 101



# Student Financial Services (SFS)

Integrated counseling on the student account

- Help families meet their financial obligations
- Service through online resources, telephone, email, and one-on-one counseling





# SFS works directly with students...



All correspondence regarding the student account (billing and financial aid information) sent to the student's UDel email.

Federal regulations (FERPA) protect student's academic and financial privacy. Students must grant permission for:

- SFS to speak with others about student account/aid
- Others to have access to My Finances
- Others to receive emailed billing notifications

Students responsible for meeting billing due dates and finalizing financial aid.

# UD Student Information System (UDSIS)



Replaces My Blue Hen  
Home after NSO



Available now, if  
student has  
created  
UDelNet/UD email



View course  
schedules/grades  
and manage  
registration



Finances, view  
financial aid,  
adjust/decline  
student loans,  
review To Do List,  
request refunds



Grant access to  
My Finances  
through  
Parent/Guardian  
Services



Access My

# Grant Access to My Finances

Log in to UDSIS

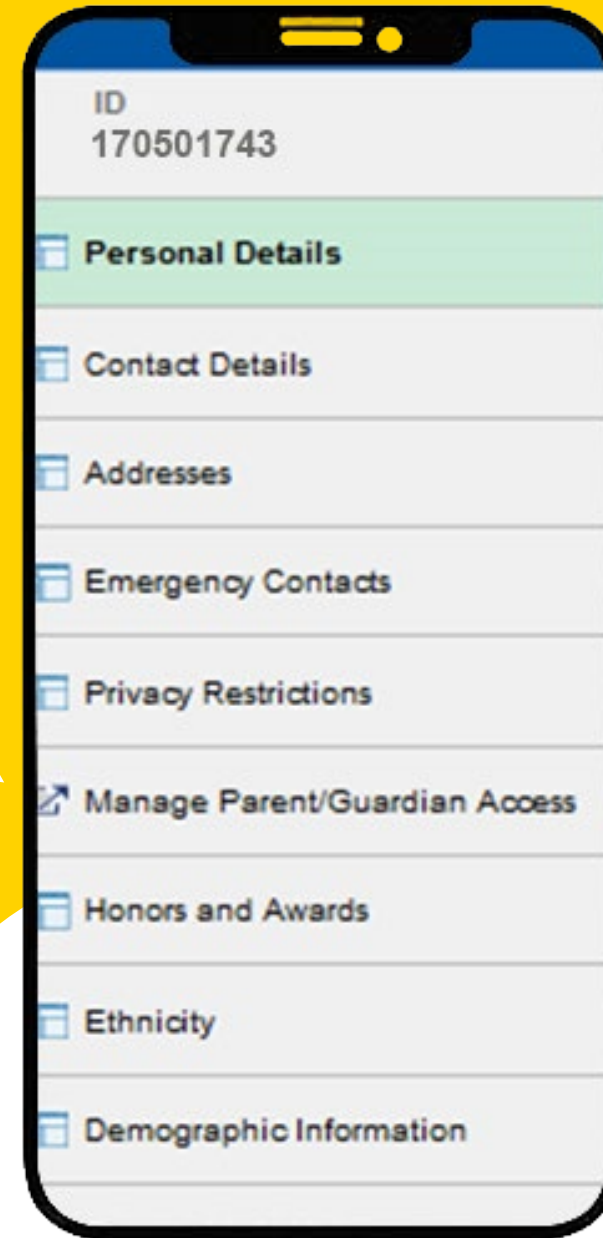


Personal Information Tile

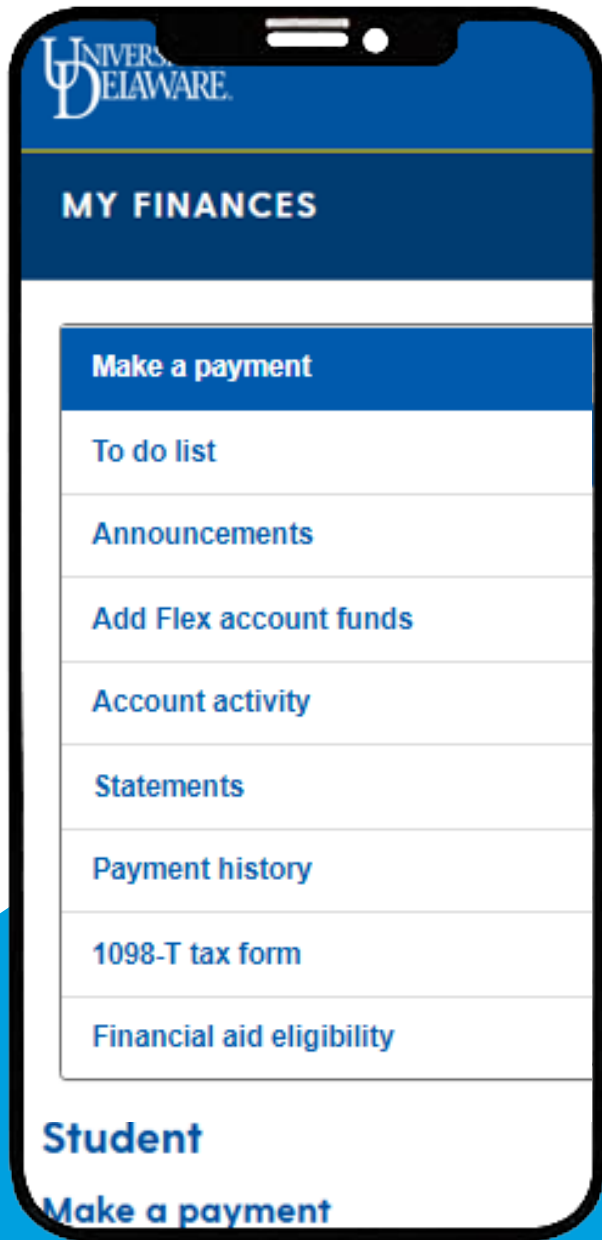


Manage Parent/Guardian Access

Student UDel email and any authorized email will receive billing notifications.



# My Finances Resources



View pending financial aid, notify SFS of additional aid, make online payments, or indicate a payment is being mailed.

Review tasks required to process financial aid and view other messages.

See charges and payments on your account and download statements.

Claim education tax benefits using this form (available in late January).

View aid offered for the full academic year.

# Financial Aid

Review each of the following important next steps: Please review the award descriptions by clicking on the link in that column, as most awards require that students maintain some level of academic success.

## 2023-2024 Aid

Award	Type	Description	Fall term*	Spring term*	Total award
Federal DL Subsidized Loan	Loan	This award represents the portion of your Direct Loan which qualifies for the Federal interest benefit during periods of enrollment in an approved course of study for which you are registered at least half-time. You may need to complete a Master Promissory Note and Entrance Counseling if you are a first time borrower. Please visit <a href="http://www.udel.edu/finaid">http://www.udel.edu/finaid</a> for more information.	\$2,750.00	\$2,750.00	\$5,500.00
Federal Direct Unsubsidized Lo	Loan	This award is not eligible for the Federal interest benefit. Interest will accrue from the date of payment onto your account. You may choose to pay interest accruals while in school, or have them deferred until you complete your course of study. You may need to complete a Master Promissory Note and Entrance Counseling if you are a first time borrower. Please visit <a href="http://www.udel.edu/finaid">http://www.udel.edu/finaid</a> for more information.	\$866.00	\$865.00	\$1,731.00
UD Provost Scholarship	Scholarship	A 4-year renewable academic scholarship funded by the University of Delaware for undergraduate students. Renewable so long as you maintain at least a 3.0 UD cumulative grade point average. Must be enrolled full time and earn at least 12 credits per semester.	\$500.00	\$500.00	\$1,000.00
Estimated Total			\$4,116.00	\$4,115.00	\$8,231.00

\*Note that any changes to your enrollment (full time / part time), FAFSA data, residency status, housing choice, program of study, and/or receipt of outside grants/scholarships could result in a change to your financial aid award. Please review the award descriptions by clicking on the link in that column, as most awards require that students maintain some level of academic success.

Please review each of the following important next steps:

Complete To Do List items to ensure aid pays to account.

Review terms for awards.

Loans can be declined or reduced in UDSIS.



# Account Activity

View charges  
and payments

Payment history

1098-T tax form

Financial aid award notice

**To Do List Items** - Students who still have financial aid action items from the To Do list should complete them as soon as possible, as some forms of aid cannot pay to the account once the semester ends. In those cases, students will lose eligibility for those funds and be required to use personal resources or additional borrowing to address any balance due.

**Additional Loans** - Students looking to borrow additional loans to clear their balances due should submit loan applications as soon as possible, as it can take 10 to 14 business days to process the loan. Holds will be removed once the loan pays to the student account.

If you have a question regarding your student account or using the My Finances system, please contact Student Financial Services online at [askSFS](#).

Symbol key: \* Required information, ▲ Error

**Account activity**

The information below reflects items billed, payments posted, and aid disbursed for specific terms on your student account. Activity is current within one business day.

Current balance information as of Wednesday, Apr 21, 2021 09:05 PM

Balance	Pending financial aid	Total due
\$0.00	\$0.00	\$0.00

Activity for term:

All

Showing 1 to 10 of 12 results.

Search:

Show 10 results.

1

2

Date	Description	Term	Charges	Payments/ Credits
03-23-21	REFUND-CRRSAA	2021 Spr	\$ 250.00	
03-19-21	CRRSAA Payment	2021 Spr		\$ (250.00)
01-21-21	Waiver Course Fee Graduate	2021 Spr		\$ (2,475.00)
01-10-21	Student Government	2021 Spr	\$ 135.00	

Select All  
Activity or by  
Term





# Statements

Select Summary  
or Detail  
Transactions

10-10-19	Strategic Communication	2019 Fall	\$	2,475.00
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1 2

### Statements

Use this section to generate a customized billing statement (current within one business day) by specifying the options below. Each statement comes on University letterhead that you can print for your own records or as documentation for a third-party payer.

Term: \*


Additional information: \*

- ☐ Detail transactions
- ☒ Summary transactions
- ☐ Enrollment (courses and course units taken)

Report file type: \*

- ☐ Spreadsheet - Can be opened in a Excel or a similar program.
- ☐ PDF - Printer-friendly view.

[✓ Download statement](#)



Download  
statements  
in PDF or Excel





# Keep Account in Good Standing

Your account is “financially clear” when:

Payment (less financial aid) covers full balance due

OR

Pending financial aid covers full balance due

OR

Enrolled in Installment Payment Plan (IPP) with payment covering full installment due

- 4 monthly installments per semester
- \$50 IPP fee per semester

# Make a Payment

## Student account summary

Balance	Pending aid	Additional credits	Payment
1,871.00	\$0.00	<input type="text" value="\$0.00"/>	<input type="checkbox"/> Full amount: \$1,871.00 <input type="checkbox"/> Installment: \$476.75

Pay this amount ➔

## Report additional credits

✖ Cancel

Report additional credits for an outside source of funds not reflected on your account. Some common examples:

- 529 or outside scholarship who will be initiating payment to us.
- Financial aid (eg, Parent Loan) not yet reflected in pending aid.
- Payroll deduction.

If there are additional anticipated credits that you expect to use to clear your balance, please use the options below to notify. In addition, input the expected amount to adjust your required payment for this bill.

### Credit 1

Type:

Choose one

Amount:

\$

(use format n.nn)

Comments:

\*\*Any item listed above must be credited to your account by the start of classes. If a balance remains at that time, you will be automatically enrolled in the installment plan (\$50 fee) and will be required to make payment to secure your registration.

+ Add another credit

✔ Save credits

Student account payment: \$1,871.00  
(Adjusted Balance)

Optional, Flex deposit:

\$

What is Flex? ⓘ

(minimum \$25.00, use format n.nn)

Total payment: \$1871.00

Payment method:

- ☐ Online check without a service charge.  
☐ Mail a check.  
☐ Credit card with a service charge.  
(2.75% Domestic / 4.25% International)



Agreement:

☐ The policies, rates and charges are hereby accepted.

I certify my attendance for the current term payment is being made and there is no rebate of tuition for courses dropped after Free Drop/Add deadline.

Mail receipt to:

(use format xxx@xxx.xxx)







### **Spring**

Prospective students receive cost estimate and financial aid eligibility based on estimated tuition/costs.

### **Early July**

Upcoming academic year rates are announced.

### **Mid-July**

SFS updates My Finances with Fall Semester billing and/or financial aid and emails students and authorized users to view student account and make payment.

Students/families complete any action items from student To Do List. Students with pending loans who wish to decline these loans may do so through UDSIS.

### **Late August**

Financial aid pays to student accounts and no longer appears as "pending aid" provided To Do List items are complete.

# Academic Year Timeline



# Billing Schedule

## Optional Installment Plan

Four monthly installments per semester (Fall/Spring).

Adjusted according to changes in balance.

Incurs \$50 fee per semester.

## Late Payments

\$55 late fee assessed to students who do not make payment by the due date and not on installment plan.

\$25 fee for late installment plan payments .

## Financial Holds

Assessed on balances not paid by due date.

Prohibits future registration.



Billing Notification Sent		Full Payment Due Date	Installment Plan Due Dates
Fall Semester	Mid-July	August 1	August 1
			September 1
			October 1
			November 1
Spring Semester	Mid-December	January 2	January 2
			February 2
			March 2
			April 2

# Student Health Insurance Requirement

Students required to have health insurance. Must provide proof of coverage or purchase UD's health insurance plan (provided by Highmark). It is required to waive UD insurance every academic year.

## *Already insured?*

Waive the UD plan by 9/15 at [universityhealthplans.com](https://universityhealthplans.com)

## *Need insurance?*

Enroll in the UD plan at [universityhealthplans.com](https://universityhealthplans.com)

Students automatically charged for health insurance. Must waive to receive the offsetting credit. Credits typically post the Monday following completion of the waiver.





Website



[udel.edu/sfs](https://udel.edu/sfs)

Contact Form



[udel.edu/askSFS](https://udel.edu/askSFS)

Phone



302-831-2126

Mailing Address



Student Services Building  
30 Lovett Avenue  
Monday-Friday 8:30am – 4:30pm

Virtual Advisement



[www.waitwhile.com/welcome/sfs](https://www.waitwhile.com/welcome/sfs)

Visit **[udel.edu/sfs/quick](https://udel.edu/sfs/quick)** for additional  
resources

