Billing Statements

- Statements are generated, electronically only, monthly. Students receive an email when statements are ready to view.
- Parent/Guardians will only receive a notification if parent access has been granted.
- Your fall statement will be sent out on July 12 and due on August 9.
- NOTE: Music lessons are charged to a student’s account AFTER the beginning of the semester. These charges will be reflected on a later statement.

Health Insurance

St. Olaf requires all students have health insurance coverage. Students must either purchase St. Olaf’s health insurance or provide an online waiver, stating they have other coverage.

- New incoming international students are not allowed to waive coverage & are automatically enrolled in the international plan.
- To waive St Olaf’s health insurance plan and provide other coverage, follow this link Waive St Olaf Health Insurance.
- To confirm your enrollment in the St Olaf health insurance plan, choose the appropriate link by your student type: Enroll Domestic Student or Enroll International Student.

Note: Not all plan documents are available at this time.

The deadline to waive or enroll is September 18, 2019. If you have not provided a waiver by the deadline, you will be automatically enrolled.

Parent Access to Financials

- Per Federal guidelines, students must grant others access to their student financial account. Once the student grants access, the parent/guardian will be notified when a statement becomes available, can view the details and make payments.
- Parent access must be established before we can discuss details of a student's account with anyone other than the student.
- Students can grant access by following the steps available at Grant Parent Access Instructions.

Payments on a Student’s Account

- Payments can be made online at https://stolaf.afford.com/PayNow.
- Mail Payment To: St. Olaf College Business Office at 1520 St. Olaf Ave., Northfield, MN 55057. All payments should include the student’s name and ID #.
• **529 Payments**: If you will be making a tuition payment from an education savings plan, please allow 3 weeks processing time for St. Olaf to receive and apply the payment. Please include your student’s name and ID # on the check.

• **International Wires**: St. Olaf has partnered with Flywire to allow easy access to making international payments. Visit the website here: [Wire Payment Information](#).

• Monthly Payment Plans are available through a third party and maybe set up by contacting TMS /Nelnet (Tuition Management Systems) at 1-888-722-4867 or by visiting [Payment Plans](#).

• **We cannot accept any payment over the phone**.

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### Financial Aid

In order for Financial Aid to be reflected on your fall statement:

- Students must “Accept” their award online: [Choose Financial Aid Online](#).

- **Loans**: Complete MPN & Direct Loan Entrance Counseling for Federal Direct Sub and Unsub Loans at [Student Loans.gov](#).

- **Outside Scholarships**: provide documentation to Financial Aid Office on scholarship awards at [Financial Aid Online](#).

- Outside Scholarships that are not received from your organization by September 30 will be removed from the student’s account and balance due billed to the student.

- It is important that student’s follow up with organizations sending in outside scholarships on their behalf.

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### Board Plan Selection/Deadlines

- Please visit [Board Plan Options](#) to review the plan choices. Student must make a selection through their SIS account by the deadline of Wednesday, September 18, 2019. No changes can be made to fall plans after that date.

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### Student Employment Process

If your student has been awarded student work for the 2019-2020 academic year here is what you need to know:

- Student work is NOT guaranteed.

- Beginning fall 2019, students can still elect to have their work earnings applied to their tuition account, however, you will not see a work award line item reducing the student account balance until the money is earned and posted to the account.

- **For additional information on Student Employment please visit**: [https://wp.stolaf.edu/studentemployment/](https://wp.stolaf.edu/studentemployment/).

- For direct deposit of your student work earnings into a checking or savings account, please complete the [Payment-Authorization-Form.pdf](#).