



Student Accounts
Spring Newsletter

Billing Statements

Spring billing statements will be available by January 7th and tuition payments will be due on **February 1st**.

Parents, guardians, and family members who have been granted financial access will receive an email once the bill is posted online.

Statements are generated monthly and students receive an email each time a new statement is ready to view. Account details are updated more frequently and are always available to view online.

Parent Access

According to federal guidelines (FERPA), students must grant financial access to their account for others to view their financial details. Authorized access must be established before we can discuss details of a student's financial account with anyone other than the student.

Students can grant access by following the instructions [here](#).

Once a student grants access online, their parents/guardians will be notified when statements become available. From the parent access portal, authorized users can view account details, set up a payment plan, and make payments.

Payments

529 Plans

Reach out to your plan provider to learn how to send payments. Payments can take up to 3 weeks to be processed, sent to St. Olaf, and applied to your student's account.

Online Payments & Payment Plans

Online payments and monthly [payment plans](#) are available through our secure payment portal which you can access through [SIS](#) or the [Parent Portal](#). The deadline to set up a five-month payment plan is **January 5th**. Fall payment plans do not carry over to the spring. If you need help estimating the spring balance before the bills are generated, please reach out to our office.

You can make changes to your plan at any time by emailing tuition@stolaf.edu.

International Wires

St. Olaf partners with Flywire to provide a fast, secure way to submit international and wire payments. For more information, please visit our [website](#).

Tuition Insurance

St. Olaf has partnered with GradGuard to offer tuition insurance from Allianz Global Assistance. To learn more or to enroll, visit this [website](#).

Payments should be mailed to:

All mailed payments should include the student's name and ID number.

**St. Olaf College
Business Office
1520 St. Olaf Ave.
Northfield, MN 55057**

1098-T

The 1098-T will become available for students by January 31st. Students will receive an email when the form is ready and can access it [online](#) using their St. Olaf username and password.

Parents DO NOT have direct access to the form and must request a copy from their student.

Meal Plans

Students must make a meal plan selection through SIS by **January 5th** for January term and **February 9th** for Spring semester. We cannot make changes to meal plans after those dates.

Please visit our [website](#) to review the meal plan choices.

Health Insurance

If you are returning after a leave of absence or are a new transfer student, you will need to either [enroll or waive](#) our [health insurance coverage](#). The deadline to waive coverage is **February 20th**. If you do not complete the waiver by this deadline, you will be automatically enrolled.

Financial Aid

FAFSA

Students must complete the FAFSA each year in order to be considered for need-based aid. The deadline for returning students to submit the FAFSA is **April 30th**.

Loans

Students that want to take out federal subsidized or unsubsidized loans must complete a [Master Promissory Note](#) and the [Loan Entrance Counseling](#) before the funds can be disbursed to their account.

Outside Scholarships

If you are expecting to receive outside scholarships to spring and you haven't already reported that to the Financial Aid office, please send an email to finaid@stolaf.edu with the scholarship details. Outside scholarships that aren't received by the end of February will be removed from students' accounts as anticipated aid.

Student Employment

Student work is NOT guaranteed. Students need to work an average of 9 hours per week to earn their full work award.

You should not count on work study to pay your bill for the semester. Charges are due before the money can be earned, which means that leaving a balance on your account can result in financial holds and late fees.

Additional Information

Refunds

We will not be processing refunds submitted between December 19th and January 1st until after the holiday break. If you would like to request a credit refund before break, please submit your request no later than 3:00 on **Monday, December 18th**.

Refund requests submitted by this deadline will be processed and sent out on December 21st. Refund requests submitted after this deadline will be processed and sent out on January 5th.

Holiday Break

The Student Accounts office will be closed from December 22th to January 1st. We will be open normal hours beginning January 2rd.

Student Accounts Office

Tomson 120
507-786-3296
tuition@stolaf.edu

Hours:

Monday – Friday
8:00 AM - 5:00 PM

[Book an appointment](#)