

Welcome to the University of New Orleans for the Spring 2021 semester! We are excited about this semester and we are glad you chose to continue your education at the University of New Orleans.

Information regarding the upcoming semester can be found at the following links: [Bursar's Office](#) or the [Registrar's Office](#). Here you will find the tuition and fee schedule for the semester, a list of course fees, and a semester calendar that includes a list of important dates for the semester. All future emails will be going to **your UNO campus email** so please be sure to check this email.

Whether you are a new student or a returning student, we feel that it is imperative to go over a few important deadlines and policies. **Please read the following document to ensure you are informed of the important dates and changes that have occurred.**

Please note the safest way to contact the Bursar's Office is via email at bursar@uno.edu, bursarinfo@uno.edu, arinfo@uno.edu (Accounts Receivable), or tpa@uno.edu (Third Party Billing). You can also call us at 504 280-6489 or 504-280-7384. Payments can be made easily online, please see below for instructions. We're located in Earl K. Library, Room 133, weekdays from 9 AM - 3:00 PM, but please be aware we will be following social distancing guidelines that can be found here: <https://www.uno.edu/covid-19> and have limited occupancy restrictions in place.

Additional information can be found at the Bursar's Office website (<https://www.uno.edu/bursar/tuition-fees>) and on the Academic Calendar (<https://www.uno.edu/registrar/bulletin/important-dates>).

Fee Payment Deadline

The fee payment deadline for Spring 2021 is **Thursday, January 21st at 3:00 p.m. in person in the Library or by midnight online.** **Students can make payments online with an electronic Check (routing and bank account information) with no service charge,** but debit and credit card transactions have a 2.75% service charge. You can log into Webstar here: <http://webstar.uno.edu/>.

Please NOTE: Students that have enrolled, but do not plan on attending the Fall 2020 semester **are responsible for withdrawing themselves** by January 21st. **The University does NOT run** a second batch Enrollment Cancellation and will not drop students from these courses.

Extended Payment Plan Option (EPPO): The payment plan option form will be **attached to your fee bill email** including the minimum amounts due each month along with the due dates. This amount is subject to change depending on whether you make any changes to your classes. Please note there is a fee of \$50 to enroll in the payment plan. We have recently extended our EPPO to be five monthly payments! Please note: if you do not pay in full, you are automatically enrolled in the EPPO. The EPPO webpage can be found here: <https://www.uno.edu/eppo>.

Important EPPO Dates:

January 21 - 20% payment deadline; due by 3 P.M. (in person)/midnight online via Webstar
February 18 - 40% payment deadline 3:00 P.M. (in person)/midnight online via Webstar
March 11 - 60% payment deadline 3:00 P.M. (in person)/midnight online via Webstar
April 8 - 80% payment deadline 3:00 P.M. (in person)/midnight online via Webstar
May 6 - 100% payment deadline 3:00 P.M. (in person)/midnight online via Webstar

How to Make a Payment

You can find our full how-to guide here: <https://www.uno.edu/media/21726>.

You can access Webstar here: <https://www.uno.edu/dock> or here: <http://webstar.uno.edu/>. After clicking on “students,” it will take you to self- service and student center. By viewing my fee bill and then clicking on “pay my fee bill,” this will bring you to Cashnet to pay your fee bill. You can change the amount you want to pay. We will be sending out **separate emails** that has your fee bill with the amount due after including any aid and we will include the payment plan amounts on this email.

After changing the amount in the text field, you can select the payment type.

Make a Payment

Pay amount

1 item \$5,389 | Remaining due \$0

How much would you like to pay?

Fall 2020

Amount

\$5,389.00

Maximum \$1,000,000

Balance \$5,389

The New Bank Account option is the electronic check option which does not have a service fee and it's the same information found on your check (bank routing number and your bank account).

Payment method

How would you like to pay?

Payment amount
\$5,389

* Payment method
Select...
New credit or debit card
New bank account
Foreign currency

Follett ACCESS Program

The University of New Orleans introduced in the Spring 2020 semester a convenient and affordable program that delivers the required materials for your courses in digital or print format by the first day of class. This cost-savings program brings access to course materials at a significantly reduced cost (an average of 62%) compared to traditional physical textbooks and course materials and helps ensure your success in the course.

This program is \$25 per credit hour and will show up on your fee bill. To see more information about the Follett ACCESS program including how to opt-out, please visit: <https://www.uno.edu/follett-access>. Opting Out is not an automatic reversal of the charge on your student account. These charges will be removed after the 100% refund cutoff. Furthermore, please be aware that if you opt out, you will then be responsible for obtaining any required course materials on your own and lose the special pricing that is part of this program. **The final date to opt-out is 1/21/2021 (fee bill due date) for regular and winter sessions** and 2/05/2021 for mini-session B courses. If you have questions about the program, email kcdavis@follett.com or call (504) 280-6373.

Bookstore Vouchers will still be available for students that have financial aid in excess of their student charges and have filled out a Title IV form. A separate email will be sent for this.

Add/Drop Policy

Schedule adjustment period starts on **January 29** (\$50 fee penalty per day). The Late Registration Course Add or Swap Fee of \$50 applies for all Late Registration Course Additions and Course/Section swaps. For students already enrolled, students can add a course through **February 8** with a \$50 Class Add Fee per day. After **February 8**, students cannot add classes. (Please refer to the online Academic Calendar for Session B Courses). From February 18 – April 5, any courses dropped will incur a \$50 drop fee and an automatic “W” will be recorded.

Tuition Reduction Policy

The following tuition reduction schedule will be in effect for all students that completely withdraw from the University (Please refer to the online Academic Calendar for Session A and Session B Courses):

February 8 – The last day to withdraw from the University and receive a 100% tuition reduction (minus a \$50 Withdrawal fee and any other non-refundable fees) for full session courses. Students can also drop individual classes by February 8 and receive a 100% tuition reduction for those classes. This is the final day to change a campus dining plan. **After this date, students do not receive any tuition reduction for individually dropped classes.**

February 26 - The last day to withdraw from the University and receive a 50% tuition reduction (**fees are non-refundable**). This does not apply for individually dropped classes. This only refers to students that have “withdrawn” all classes from the university. **After this date, there is no tuition reduction for withdrawing from the University.**

Quick Overview of Dates:

Regular Session

100% 2/8/2021

50% 2/26/201

Mini-session A (Wintersession)

100% 1/6/2021

50% 1/8/2021

Mini-session B

100% 3/26/2021

50% 4/5/2021

Student Refunds

The University is scheduled to begin processing refunds after the 14th class day (February 17) and after Financial Aid is posted. Please note students that have set up direct deposit through their WebSTAR account will receive refunds first. Students will receive an email once their refund has been processed. Please be sure to check that your direct deposit and/or mailing address are up to date in Webstar. Here is the navigation to set up direct deposit:

Go to Main Menu, click Self Service Campus Finances Self Service Direct Deposit.

Campus Dining/Meal Plans

Please note that we require a minimum of 20% payment (financial aid, scholarship, or self-pay) on your account in order for it to be activated. The last day to change your meal plan is February 8th. After February 8th, all meal plans are activated and the charges cannot be reversed. If you would like to enroll in a meal plan, you can find the form here:

<https://www.uno.edu/bursar/meal-plan-form>. Additional dining services information can be found here: <https://dineoncampus.com/nola/>.

Extended Campus/Distance Learning Fees

We are also offering a COVID-19 relief package for distance learning and extended campus fees. In Spring 2021, we are reducing those fees by 25% for every online and hybrid class. We are currently working to make these changes on your fee bill. Once this has been added, we will send out your fee bill email.

Thank you for choosing the University of New Orleans!

Bursar's Office

Monday, December 7, 2020