

# TUITION/FEES PAYMENT SCHEDULE

## SUMMER TERM 2019



There are **two options** for payment of tuition/fees:

- **IN PERSON** In Person payment begins March 11 at the Cashier's Office, Allman Center, second floor; at the Northwest Forsyth Center, Transportation Center, Stokes Center, Swisher Center, or Woodruff Center. Main Campus hours are Monday – Thursday from 8:30 a.m. – 7 p.m. and Friday from 8:30 a.m. – 2 p.m. Hours may vary on payment deadline dates or planned office closings. Cash, check (no starter or counter checks), VISA or MasterCard credit/debit cards may be used for payment. Off-site center hours and payment options may vary. Students must present valid photo identification (driver's license, in extenuating circumstances other photo identification may be substituted at the cashier's discretion) when paying by check. Schedule changes must be finalized before settling account balances.
- **ONLINE FULL PAYMENT** available at [www.forsythtech.edu](http://www.forsythtech.edu) starting on April 8<sup>th</sup> once on the site click on the blue payment button (right side) then select online payment options for degree programs, then select enroll today. You may also access this option through your Techlink account. There are brochures available at the Cashier's window and Main Campus Information Desk). **Please note you must have your Techlink ID and password to pay online.**

**Failure to pay tuition/fees or transfer charges to third party sponsors by the dates below will result in students being dropped from ALL CLASSES:**

**Thursday, May 16 by 7 p.m.**  
**Tuesday, May 21 by 7 p.m.**

If you register or add classes on or before May 16  
If you register or add classes on May 20 or 21

**SPONSORED OR CHARGE STUDENTS** (JTPA, DVR, NWPIED, ESC, ESR, etc.) **must go to the Main Campus Cashier's Office** during the above dates and times and request a transfer of tuition/fees to sponsors. An authorization and your schedule must be presented in order to process. You will need a separate book authorization to take to Barnes and Noble in order to obtain your books. To view required documentation for DACA students, please visit the link below for more details.

<http://www.forsythtech.edu/apply/payment/third-party-payment/>

**FINANCIAL AID** students that have registered and been notified of an award will have those funds applied automatically. Students may use remaining aid funds to purchase books May 15 -24.

**TUITION REFUNDS** are available when students drop by the refund deadlines. The 100% refund deadline is Sunday, May 19 for full term classes, 1<sup>st</sup> 4-week, and 1<sup>st</sup> 8-week classes. You may drop online through this date at <http://coursedrop.forsythtech.edu>.

**Please refer to the Online Withdrawal form for date(s) to drop your course without academic penalty for your individual course(s) and refunds.**

**See reverse side for important dates.**

# IMPORTANT DATES

## SUMMER TERM 2019

Thursday, March 28	Intent to Graduate Form due for July Prospects
Wednesday, May 15 – Friday, May 24	Dates for financial aid recipients/sponsored students to charge books and supplies in the Bookstore.
Thursday, May 16	Last Chance Registration (8 a.m.- 6:30 p.m.) Payment due by 7 p.m. or classes will be dropped.
Sunday, May 19	Last Day for 100% Tuition Refund

**Note: Once the semester begin, if you are going to drop a class and add another during drop/add, you must do both at the same time (not just the same day) to avoid having a prorated charge on the dropped class.**

Monday, May 20	<b>FIRST DAY OF SUMMER TERM CLASSES</b>
Monday – Tuesday, May 20 – 21	Drop/Add (8 a.m. – 6:30 p.m.)
Tuesday, May 21	Payment due by 7 p.m. for any course adds
Monday, May 27	Memorial Day Holiday—No classes
Thursday, July 4	Independence Day Holiday Observed—No classes
Tuesday, July 23	<b>LAST DAY OF SUMMER TERM CLASSES</b>

**Please refer to the Online Withdrawal form for date(s) to drop your course without academic penalty for your individual course**