

Student Accounts Information



IMPORTANT!

YOUR CLASSES WILL BE CANCELLED if your bill is not settled by the due date. If you intend to use financial aid (including federal student and/or parent loans) for the fall 2018 semester, please file your application for federal student aid (FAFSA) at www.fafsa.gov as soon as possible. Students who file the FAFSA after June 30 are considered late filers.

Student Bills

The Student Accounts Office mails bills beginning in June for fall charges. Your due date will be dependent upon your date of registration, but will be prior to the first day of classes.

What is a settled bill?

Your bill is considered settled when:

- All of your charges are paid in full
- You have verifiable financial aid to cover all of your charges
- You have verifiable financial aid to cover some of your charges and paid the remaining charges
- You signed up online for the Tuition Payment Plan for your unpaid charges

In-State Tuition Residency Requirements

To qualify for the in-state rate of tuition, you must be a permanent resident of New York State for the 12 months preceding the first day of classes. **ALL** residents of New York State must submit proof of residency to qualify for the in-state rate of tuition.

The **ONLY** acceptable proof of residence the student can submit to qualify for in-state tuition is:

Permanent residents of Herkimer County – a notarized affidavit of residence (this form will be included with your student bill)

Permanent residents of all other counties – students must send or bring an application/affidavit for a certificate of residence to their home county's Treasurer's Office along with supporting documentation. The Treasurer's Office will then send the student a certificate of residence which must be provided to the Student Accounts Office. The application for this certificate of residence will be included with your student bill.

Your Certificate of Residence will be valid only if obtained no sooner than 60 days prior to the start of classes.

PLEASE NOTE! While you can obtain a certificate of residence up to the 30th day of the semester, it is **HIGHLY RECOMMENDED** that you obtain and submit your certificate of residence **PRIOR** to the start of classes.

Herkimer College
Student Accounts Office
100 Reservoir Road
Herkimer, NY 13350
Phone: (315) 574-4018
Fax: (315) 866-5497
Email: bursar@herkimer.edu