

Graduate Comprehensive Fee Payment Plan

Graduate students on an assistantship contract may pay their comprehensive and commonwealth facilities and equipment fees through the Graduate Comprehensive Fee Payment Plan. The plan is available during the fall and spring semesters at no cost to students, with a new application required each semester. Enrollment in the plan is possible after an eligible student has registered for classes and had their tuition remission entered in the Banner system by their hiring department. The projected debit amount and remaining debit dates will be displayed during the enrollment process. Debit dates correlate with university payroll dates.

ENROLLMENT PERIODS:

- Fall Semester 2017: Jul 14– Sept 28
- Spring Semester 2018: Dec 16– Feb 15

Office of the University Bursar
150 Student Services Building
bthelp@vt.edu
540-231-6277



HOW-TO:

- ⇒ Log into your Hokie SPA (hokiespa.vt.edu)
- ⇒ Select "Hokie Team" tab
- ⇒ Select "Graduate Comprehensive Fee Payment Plan" link
- ⇒ Choose "Enroll in Graduate Comprehensive Fee Plan" and complete the enrollment

* Please have your checking or savings routing and account number available.*

How is the payment plan amount calculated?

The semester account balance due, up to the plan max, is divided by the remaining number of plan debits to determine each debit amount.

The plan max is set as the sum of the following full-time fees :

- Athletic fee
- Transportation Services Fee
- Health Fee
- Recreational Sports Fee
- Student Activity Fee
- Student Cultural Services Fee
- Student Services Fee
- CFE, if applicable

How many debits are there?

- The number of debits in the plan depends on the date of enrollment.
- The fall semester appointment period extends from August through December. The plan covers a maximum of 8 debits, correlating with university

payroll dates, from September 01 through December 15.

- The spring semester appointment period extends from December through May. The plan covers a maximum of 8 debits, correlating with university payroll dates, from January 16 through May 01.

Upon enrollment in the plan, how are the Comprehensive fees on my student account paid?

- A "pending credit" will apply to the student account for the full amount of the plan and will be reduced by the debit amount when each debit is taken.
- Future debit amounts may increase or decrease based on the account balance due, up to the plan max.

To withdraw from the Graduate Comprehensive Fee Payment Plan, please contact:

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