



Bursar's Office Hokie Family eNewsletter – November 2016



Happy Thanksgiving!

The Bursar's Office will close for the Thanksgiving Holiday at noon on Wednesday, November 23rd, and re-open on Monday, November 28th.



Fall 2016 Budget Tuition Plan (BTP)

Reminder for those enrolled in the Budget Tuition Plan. The *final* Fall Semester debit is scheduled for Friday, November 18th. Don't forget to review your account to make certain all Fall charges are paid.

BTP FAQ: http://www.bursar.vt.edu/billing_payment/budget_tuition_faqs.php



Winter Session, 2017

Students enrolled in Winter Session by November 14th will be billed November 15th with a payment due date of December 12th. If travel abroad is to be part of your student's experience, we require enrollment in Direct Deposit through the student Hokie SPA prior to disbursement of any refund. Enrolling in Direct Deposit ensures that funds are readily available before your student embarks.



Add/Drop, Spring 2017

On November 26th, Add/Drop opens for Spring Semester. Please make certain all past due charges are paid to prevent a Hold from being placed on your student's account. A Hold will prevent access to Add/Drop request, and receipt of transcript.



Have questions concerning your student's account?

As a reminder, the Bursar's Office requires that you have a FERPA passcode in order to discuss details of your student's record such as specific charges and payments, circumstances regarding holds, status and disposition of refunds.

Your student may establish, or re-disclose, your FERPA passcode through their student Hokie SPA. The Bursar's Office requires you to have your FERPA passcode readily available whenever calling or emailing so that we may provide immediate assistance.

Student Log-in:

- Have your student log-in to their www.hokiespa.vt.edu
- Choose "University Account Information" Menu
- Choose "Family Educational Rights to Privacy Act" (FERPA)
- Enter individual's information and assign passcode


Note: Inform the new authorized individual of their passcode



Plan ahead for Spring Semester

If registered, the initial Spring Semester eBill will be available on December 15th. Payment deadline is January 10th, so plan ahead for your payment, or...

- Enroll in the *Spring* [Budget Tuition Plan](#)
- Contact Non-Virginia Tech [Scholarship Sponsors](#)
- Contact College Savings [Pre-Paid](#)
- Unresolved [FAFSA](#) conditions



Expecting a Refund?

University policy requires *all* refunds be sent by electronic funds transfer (Direct Deposit) into an account designated by your student. Failure to enroll in direct deposit will result in refund delays.


Student Log-in:

- Have your student log-in to their www.hokiespa.vt.edu
- Choose “University Account Information” Menu
- Enroll in Direct Deposit (All Other VT Payments (Student Refunds, Travel Reimbursements, etc.))
- Enter proper Bank Information, then select “Submit”
- Review Account Information, if correct select “Add This Bank”
- Select “Exit”




Important Information for Semester Course Drop and Resignations

If your student is considering withdrawing, resigning, or reducing their course load to less than *full-time* status, please review our refund policy: http://www.bursar.vt.edu/refunds/refund_policy.php




Tuition & Fee Rates (Fall 2016, Winter 2017, Spring 2017)

Tuition and Fee rates are published on our webpage, www.bursar.vt.edu.



Reminder: There are several *separate* parent access and disclosure authorizations that are granted and maintained by your student. If you no longer have access, or need to reset your login ID and passcode, please contact your student.

1. [Authorized Payer](#) : *Student Account Billing and Payment only.*
2. [Hokie SPA Guest Access](#) : *Academic Progress, Financial Aid information, Dining Dollar, Hokie Passport and Flex addition deposit.*
3. [Parent BTP PIN](#) : *The Budget Tuition Plan.*
4. [FERPA](#) : *Learn more about the Family Educational Rights and Privacy Act of 1974.*



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