



Office of the University Bursar February – March 2019



Tax Season Information:

Your student's electronic 2018 university tax form (1098-T) can be accessed at this time. After enrolling in electronic receipt, your student can grant access to parents and other parties to view the 1098-T and account details by provisioning a Guest Account with the "View 1098-T Tax Notification" and "View Student Account Summary" permissions (Hokie Spa>>Guest Account Access). More about the 1098-T [here](#).

NOTE: The online 1098-T is only available for students through their Hokie SPA



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.

[Read on...](#)



Hokie Wallet: Hokie Wallet is the financial hub for parents and families of Virginia Tech students.

[Visit now...](#)



Upcoming Dates & Deadlines:



Please settle any outstanding balance:

- Monday, February 4th, Spring dismissal for non-payment.
- Web Course Request for Fall 2019 (March 19-26)
- Add/Drop for Summer Sessions opens March 16th



Questions about your student's account?

Remember: Student records such as specific charges and payments, circumstances regarding holds, status and disposition of refunds are protected under the Family Educational Rights and Privacy Act (FERPA). If you want to be able to communicate with Virginia Tech about your student's records you must have permission. Your student may establish or redisclose your FERPA passcode through their student Hokie SPA. [Read on...](#)

Student How-To:

- Have your student login to their www.hokiespa.vt.edu
- Choose "Hokie Wallet" Menu
- Choose "Family Educational Rights & Privacy Act" (FERPA)
- Enter individual's information and assign passcode



Late Fees and Registration Holds:

Applied to student accounts that have an amount past due. [Read on...](#)



Expecting a Refund:

Benefits of direct deposit include fewer lost, stolen, unclaimed or uncashed checks; electronic notification of deposit; and assurance that payments will be automatically deposited to their designated bank accounts.

Student How-To:

- Have your student login to their www.hokiespa.vt.edu
- Choose “Hokie Wallet” Menu
- Enroll in Direct Deposit (All Other VT Payments...)
- Enter proper Bank Information, then select “Submit”
- Review Account Information, if correct select “Add This Bank” and then “Exit”



Our Contact information:

Office of the University Bursar (0143)
Student Services Building, Suite 150, Virginia Tech
800 Washington Street SW
Blacksburg, Virginia 24061

Phone: 540-231-6277

Fax: 540-231-3238

Email: bursar@vt.edu

BTP Email: bthelp@vt.edu

Walk-in: 8am to 5pm M-F

Phone: 8am to 5pm M-F

Web: www.bursar.vt.edu