



Office of the University Bursar July/August 2019



HokieSPA Financial Checklist: Complete the task to enable an easy fiscal transition.

Student How-To:

- Have your student login to their www.hokiespa.vt.edu
- Select “Financial Checklist for New and Returning Students”



Questions about your student’s account?

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 re-disclose your FERPA passcode through their student HokieSPA. [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



Hokie Wallet: Hokie Wallet is the financial hub for family members of Virginia Tech students.

[Visit now...](#)



Upcoming Dates & Deadlines:

Please settle any outstanding balance.

- ✂ eBill..... Fall 2019 (15 July)
- ✂ Budget Tuition Plan Opens..Fall 2019 (16 July)
- ✂ Payment Deadline..... Fall Semester (12 August)
- ✂ Drop/Add Opens.....Fall Semester (5 August)
- ✂ Budget Tuition Plan Draft....Fall 2019 (16 August)



Expecting a Refund:

- ✂ Begins August 22nd or later
- ✂ Priority is given for processing by Direct Deposit

Student How-To Enroll in Direct Deposit:

- 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”



College Saving Account:

- Complete Intent to Enroll with Plan
- Request Funds Early
- Include Student ID



Outside Scholarships:

Student How-To:

- Have your student login to their www.hokiespa.vt.edu
- Select “Financial Checklist for New and Returning Students”
- Select “Reporting Form for Scholarships and Other Assistance”
- Complete as Required
- Submit Copy of Award Letter
- Turn in Checks to Bursar Customer Service Window



Hokie Budget Tuition Plan (Semester Payment Plan) Fall semester enrollment opens July 16th. Your student will begin the process in their HokieSPA. This plan allows four direct debits from a checking account each semester rather than one large payment at the beginning of the semester. [Read on...](#)



Paying Online with Foreign Currency: [Read on...](#)



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...](#)



Late Fees and Registration Holds:

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



View Fall and Spring 2019-2020 Tuition & Fee Rates [Here](#)



Explore Payment Options [Here](#)



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