

**PLEASE READ – MANY ITEMS REQUIRE YOUR ACTION**

June 2009

Dear Gettysburg College Student/Parent/Guardian:

The June billing statement reflects the charges for the Fall 2009 semester and the student's anticipated financial aid package, (excluding work study), for the Fall 2009 semester. **The amount due must be received on or before August 3<sup>rd</sup>, 2009.** Payment made be made online via echeck or credit card or you may mail the payment with the payment stub to Gettysburg College to the address listed on this stub.

**Calculating your Payment:** The worksheet, "Calculating the Balance Due on Your Student Account", is located on the Student Accounts website under June Billing Information. This worksheet should be used to assist you in calculating the amount due on or before August 3<sup>rd</sup>, 2009. This worksheet should **only** be returned to the Student Accounts Office if you have entered into a payment plan *that is not reflected* on this statement or if there are additional items such as loans, scholarships or outside awards that do not appear on this statement and should be considered in the anticipated aid section. Please save this worksheet to your computer to complete and then either print and mail to us or attach in an email to [finerv@gettysburg.edu](mailto:finerv@gettysburg.edu). Please be sure to complete the Student Name, ID# and Balance due before returning this worksheet. *Please note: Parent PLUS loans and Alternative Loans must be approved by the lender and the promissory note must be completed and received by the lender by August 3<sup>rd</sup> in order to be considered as payment on your student account.*

**Student Health Insurance – Important – Requires your action:** The College requires all students to have adequate health insurance coverage. Students are billed for Student Health Insurance **each** Fall semester. If you already have adequate health insurance coverage for your student, you may **waive out** of this coverage and the subsequent charge by **completing the appropriate on-line form no later than August 1<sup>st</sup>, 2009.** If you do not have health insurance coverage or **wish to purchase** the College offered student health insurance, please **complete the appropriate on-line form no later than August 1<sup>st</sup>, 2009** to enroll in this plan. **Please Note:** If the waiver form is not completed by August 1<sup>st</sup>, 2009, your student will automatically be enrolled in the student health insurance plan and you will be required to pay the associated student health insurance charge of \$942. **Please see instructions and insurance information at** <http://www.gettysburg.edu/dotAsset/2548707.pdf>.

**Emergency Contact Information:** We are asking all students to complete their Emergency Contact information prior to arriving on campus. To do this, students may access this information by logging into Student Center, going to Self Service, Campus Personal Information, and Emergency Contacts. It is recommended that there be at least two emergency contacts, one of which should be their primary contact in case of an emergency. In addition to the Emergency Contacts information, we would also ask that you provide email addresses for your emergency contacts. To do this, go to Self Service, Campus Personal Information, and Email Addresses and provide an email address for the Emergency Contact Primary and Emergency Contact Secondary if available. If you have provided this information previously, please review your current information to ensure it is up to date and accurate.

**Student Activities Fee:** The Student Activities Fee, \$35.00 for the Fall semester, is charged to all full-time students studying on campus. The funds generated by this fee support the activities of the College's many student organizations.

**Student Parking:** Please see the letter from the Department of Public Safety regarding student parking on campus and available transportation. <http://www.gettysburg.edu/dotAsset/2548712.pdf>

**Personal Property Insurance:** As your student prepares to reside on campus for this coming academic year, you may want to consider personal property insurance for replacement of personal belongings if they are stolen or damaged. *Gettysburg College is not responsible for loss or damage to personal property.* Although Gettysburg College does not endorse any individual insurance program, coverage may be obtained from CSI Student Personal Property Protector Plus. You may obtain information regarding this insurance via the web at <http://www.collegestudentinsurance.com/>. If you would like a copy of the brochure please contact Mary Ann Remaley at 717-337-6069 or via email at [mremaley@gettysburg.edu](mailto:mremaley@gettysburg.edu). *Participation in this plan is optional.*

**Dewar Tuition Refund Insurance:** Optional insurance is available through A.W. G. Dewar, Inc, which supplements the College refund plan for a student who withdraws as a result of serious illness or accident. A brochure outlining the cost and coverage is mailed by Dewar prior to the start of the Fall semester each year. Payment for this insurance must be made to Dewar prior to the start of the semester in order for the coverage to be in effect. You may contact Dewar for more information at [www.collegerefund.com](http://www.collegerefund.com).

**Enrollment Deposit:** The Enrollment Deposit, paid by all students when committing to attend Gettysburg College, is held in a non-interest bearing account in the student's name until the student graduates or withdraws from the College, at which time it will be returned to the student. This payment is **not able to be used as payment** against the balance due on this statement.

**Payment Plan Option:** Gettysburg College offers a 10 month, interest free payment program as an alternative to lump sum payments for semester balances. This plan is administered by Tuition Management Services. Enrollment in this plan is based on the total amount that will be due for both the Fall and Spring semesters. Payments are then spread over a 10 month period with a final payment due the first of March. If you wish to enroll in this plan, please contact TMS at 1-888-713-7234 or online at [www.afford.com/gettysburg](http://www.afford.com/gettysburg). The enrollment fee of \$60.00 along with the first two monthly payments are due immediately if you wish to participate in the 10 month plan. *Please Note: Tuition Management Services **does not prepay** your payment plan balance to Gettysburg College. The monthly payments are transferred to the College in your name once each month. Failure to make a payment on time will result in a late fee charge of \$75.00 and may result in cancellation of your payment plan.*

**Credit Balances & Refunds:** Credit balances are indicated with a minus sign in front of the amount due. Credit balance refunds will be available to students/parents once a credit actually exists on the student's account. This means that loans and outside awards **must be received and posted** to the student's account. Posting of Financial Aid will begin the middle of September for the Fall 2009 semester. Refunds cannot be issued for those using the TMS Payment Plan until the plan is paid in full. Please contact TMS if you wish to adjust your payment plan.

**Questions Regarding the Student Account Billing:** Please feel free to contact the Student Accounts Office at 717-337-6220 or via email at [finserv@gettysburg.edu](mailto:finserv@gettysburg.edu) if you have questions regarding your student account billing statement.

Very Truly Yours,

*Student Accounts Office*

Gettysburg College