



Greetings!

Enclosed is the first billing invoice for fall semester 2017. Payment in full is due August 11, 2017.

Financial aid credits show for accepted awards only. Insurance waivers show for those completed by this same date. Please read further for additional information.

ROBERT TUST, ASSOCIATE TREASURER & CONTROLLER

E-Bills

Electronic bills (e-bills) are the official means of distributing student account statements. As charges are billed on a per-semester basis, we mail paper bills only at the start of each semester. During the academic year, e-bills are generated around the 10th of each month and payment is due within 30 days.

All students will receive an e-bill at their Reed email address. E-bills will also be sent to all email addresses the student has listed on the Billing Information and Release form in **IRIS** (Integrated Reed Information System).

Please verify that billing is going to the correct party.

Online Account Access

NEW: STUDENT ACCOUNT CENTER (STUDENTS & FAMILIES)

Families and students can view and manage accounts using **Student Account Center**. Earlier this summer, students received an invitation by email to register with Student Account Center—students may request another invitation by contacting Tuition Management Systems (TMS) at **888/316-9620** (outside of the US and Canada, please call **401/921-3999**) or by email at **reed.afford.com/ContactUs**.

Through Student Account Center students can view account details, view a summary of their account by term, save different payment methods for later use, invite a family member or other individuals who may help pay educational expenses, and enroll in a monthly payment plan. Visit **reed.afford.com** for more information.

Questions about your account? Extended call center hours are available through Student Account Center at **888/316-9620**, Monday through Friday, 5 a.m. to 7 p.m. PST. Outside of the US and Canada please call **401/921-3999**.

BANNER SELF-SERVICE (STUDENTS ONLY)

In **Banner Self-Service**, students can view and accept financial aid awards, check account balances, and complete time-sheets if they work on campus. Financial aid, insurance waivers, and payments are processed daily.

Payment Due Date

Fall 2017 tuition due: **August 11, 2017**

Payment must be received—postmarked is not sufficient—on or before **August 11**. Students who do not meet this deadline may be subject to late fees and cancellation of registration. Call the business office if you have payment difficulties.

Payment Options

PAY BY CASH OR CHECK (PREFERRED)

Send a check in the mail or pay by cash or check at the cashier window in Eliot Hall.

ENROLL IN A MONTHLY PAYMENT PLAN

Monthly payment plans are available through Student Account Center starting July 15. The only cost is a \$55 enrollment fee for the semester. Part of the enrollment fee is rebated to the college to offset processing costs. Enroll online at **reed.afford.com** or call **888/316-9620**.

PAY BY BANK TRANSFER—DOMESTIC

Payment may be made by bank wire transfer directly to the college's bank account: Wells Fargo Bank, ABA #121000248, Account #4947809331. Include the student's name and Reed ID number with the wire instructions.

PAY BY BANK TRANSFER—INTERNATIONAL

Payment may be made from international locations using Flywire, a free service that offers better exchange rates and lower fees than traditional banks. To use their service, log in to **flywire.com/school/reed**. If you choose to use your own bank, please include SWIFT code WFBUS6WFFX with the domestic bank transfer information above.

PAY ONLINE WITH A CREDIT CARD OR EFT

Pay online using a credit card or EFT by selecting "Make a Payment as a Guest" at **reed.edu/business**. A 2.99% convenience fee is charged for online credit card payments. A \$30 fee applies to return EFT payments.

PAY BY PHONE

Pay by phone using a credit card or EFT by calling **888/316-9620**. A 2.99% convenience fee is charged for credit card payments by phone.

Registration

Registration is not official until a student has been cleared by the business office. Though students may have registered for classes, they are not officially enrolled until their account is paid in full or satisfactory arrangements have been made. A notice will be emailed the week of August 14 if the business office status is not cleared.

Please note, students must pay their tuition in order to gain access to SOLAR after the payment due date, August 11. SOLAR is available at solar.reed.edu through August 24.

Statement of Financial Responsibility

The statement of financial responsibility form must be submitted in IRIS in order to register for classes. Submission of this form confirms the student's understanding and acceptance of personal financial responsibility for college charges assessed to their student account, e-bills, and correspondence in regards to college debts.

Loans & Financial Aid

Students who have completed aid applications by the deadline on May 1 are notified of their financial aid awards beginning mid-June. Once notified, students should log in immediately to Banner Self-Service to review and accept their award. Unaccepted awards will not show as anticipated aid on the billing statement or student account. Please note, students cannot accept financial aid in Student Account Center.

FEDERAL DIRECT LOANS

Federal Direct Loans are processed by the financial aid office. The US Department of Education charges a mandatory origination fee, which is deducted from the amount of your loan. Federal Direct Student Loans will be assessed a 1.069% origination fee. Federal Direct PLUS Loans will be assessed a 4.276% origination fee. For additional information please email financial.aid@reed.edu or visit reed.edu/financialaid/direct_loans.

ALTERNATIVE LOANS

Alternative student loans are available from private lending sources and are not part of the federal loan program. For more information, visit reed.edu/financialaid.

Please note that Reed cannot allow credit for a pending loan until the loan approval or the actual funds are received.

Refunds

CREDIT BALANCE

The college holds credit balances on account to apply against future charges. Overpayments will be refunded upon request. Credit balances resulting from the receipt of Title IV funds (Federal Pell, SEOG, Perkins, Direct Loan, and Direct PLUS) are automatically refunded (if the credit is over \$10) to parents for Direct PLUS credits and to students for all other Title IV credits.

Students are *highly* encouraged to enroll in direct deposit for excess financial aid refunds, student payroll, and other college reimbursements. The enrollment form can be found at reed.edu/business/assets/forms/direct-deposit-authorization-form.pdf.

Upon written authorization, Reed can hold any amount of Title IV credits on the account to be used for current education-related charges other than tuition, fees, room, and board. Additionally, parents can authorize credits resulting from their Direct PLUS loan be disbursed to the student. The Title IV Authorization form is available at reed.edu/business/student-parent-financial-services/refunds. Credit balances are held in an interest-bearing account and the college retains the interest.

TUITION REFUND

This policy is under review for potential changes starting fall 2018.

Students must notify the Office of Student Services about their intent to withdraw or take a leave of absence. Currently, the refund of tuition, room, and board is based on the percentage of the semester completed by the student as determined by the college. The student body fee and health insurance coverage, if applicable, are nonrefundable. For more information, visit reed.edu/business/student-parent-financial-services/refunds. To request a paper copy of the refund policy, please call or email the business office.

TUITION INSURANCE

The college offers an optional insurance plan through A.W.G. Dewar that enhances the college's published refund policy by providing up to a 70% refund if the student takes a qualifying medical leave of absence. Cost of the insurance is 0.75% of the total direct costs. Students who wish to participate must enroll and send payment directly to Dewar prior to the first day of classes. For more information, visit collegerefund.com.

Health Insurance

The 2017–18 Reed College student health insurance plan will be with **PacificSource**. All undergraduate students must be covered by health insurance and **are charged for one of the college's plans**. Non-resident alien students are covered by the international plan at a cost of \$893 per semester. All other students are covered by the domestic plan at a cost of \$1,251 per semester. Fall semester covers August 15, 2017, through December 31, 2017.

If students already have adequate coverage and do not want to participate in the college's plan, they must waive the insurance annually. Once the waiver is submitted, a credit is applied to the account. Waivers must be submitted prior to the first day of classes. Completed waivers can be faxed to **503/788-6687** or scanned and emailed to student-accounts@reed.edu.

Benefit schedules for both plans are available for download at reed.edu/business/student-parent-financial-services/health-insurance.html.

Education Expenses by Semester

Tuition	\$26,950
Student body fee	\$150
Total.....	\$27,100
Residence hall room	\$3,580
1-bedroom apartment.....	\$4,615
2-bedroom apartment.....	\$3,990
Board plan A.....	\$3,455
Board plan B (standard plan).....	\$3,255
Board plan C.....	\$3,020
MALS tuition <i>per half-unit</i>	\$2,380
International insurance	\$893
Domestic insurance	\$1,251
MALS insurance	\$1,262