

## IMPORTANT FEE PAYMENT REQUIREMENTS

Bayramian Hall, 18111 Nordhoff Street, Northridge, CA 91330-8214 www.csun.edu/stufin (818) 677-8000

### Payment of Tuition and Other Fees Fall 2019

- Tuition and other fees are due in full at the time of registration but no later than the deadlines listed in the Fee Payment Schedule below.
- You will be disenrolled from some or all of your classes unless payment is made in full by the deadline in myNorthridge Portal or your student account shows that you:
  - ☑ Have sufficient Anticipated Financial Aid to cover your fees;
  - ☑ Have activated an online Installment Payment Plan (IPP) and made your scheduled payments, per IPP deadlines listed on the reverse side;
  - ☑ Are sponsored by a third party and the sponsor agreement has been received by the Office of Student Accounting at CSUN;
  - ☑ Are approved for fee waiver.
- Any remaining tuition and other fees not covered by these programs must still be paid by the deadline. CSUN does not provide invoices to students.
- As soon as you register online, click *Make a Payment* or go to the *Financial Matters* (top center tab) > *My Financial Obligations* section > *Make a Payment*.
- A \$25 late fee is charged starting the first day of the term if you have zero units at the time of enrollment.



Make payments using the CSUN mobile app!

### Fee Payment Schedule

REGISTRATION DATE	PAYMENT DEADLINE	DISENROLLMENT DATE
If you register for your first class(es) between	You must pay at the time of registration but no later than	If not paid by the due date and time you will be disenrolled on
April 8 through June 16, 2019	11:59 pm on Monday, June 17, 2019*	Tuesday, June 18, 2019
June 17 through July 16, 2019	6:59 pm on Wednesday July 17, 2019*	Thursday, July 18, 2019
July 17 through August 18, 2019	11:59 pm on Monday, August 19, 2019	Tuesday, August 20, 2019
August 19 through September 13, 2019	11:59 pm on the 3rd calendar day (including weekends and holidays) after the day of enrollment*	Day after Deadline

\*If you fail to make your payment in full by the deadline, or activate an Installment Payment Plan (IPP) ONLINE

### Tuition and Other Fees and Nonresident Tuition

Nonresident and international students must pay tuition and other fees plus \$396.00 per unit. MBA and MPAcc students are charged an additional \$270.00/unit Graduate Business Professionals Fee. All basic registration fees are mandatory.

MANDATORY FEE CATEGORY	UNDERGRADUATE		GRADUATE** OR POST BACCALAUREATE		TEACHING CREDENTIAL	
	0 - 6.0 units	6.1 + units	0 - 6.0 units	6.1 + units	0 - 6.0 units	6.1 + units
Tuition Fee	\$1,665.00	\$2,871.00	\$2,082.00	\$3,588.00	\$1,932.00	\$3,330.00
Associated Students Fee	107.00	107.00	107.00	107.00	107.00	107.00
Student Union Fee	294.00	294.00	294.00	294.00	294.00	294.00
Instructionally-Related Activities Fee	18.00	18.00	18.00	18.00	18.00	18.00
Facilities Fee	3.00	3.00	3.00	3.00	3.00	3.00
Student Health Services Fee	75.00	75.00	75.00	75.00	75.00	75.00
Campus Quality Fee	118.00	118.00	118.00	118.00	118.00	118.00
<b>Total Tuition and Other Fees</b>	<b>\$2,280.00</b>	<b>\$3,486.00</b>	<b>\$2,697.00</b>	<b>\$4,203.00</b>	<b>\$2,547.00</b>	<b>\$3,945.00</b>

\*\* A graduate is defined as any student having already earned a bachelor's degree.

The CSU makes every effort to keep student costs to a minimum. Fees listed in published schedules or student accounts may need to be increased when public funding is inadequate. Therefore, CSU must reserve the right, even after fees are initially charged or initial fee payments are made, to increase or modify any listed fees. All listed fees, other than mandatory systemwide fees, are subject to change without notice, until the date when instruction for a particular semester or quarter has begun. All CSU listed fees should be regarded as **estimates** that are subject to change upon approval by the Board of Trustees, the Chancellor, or the Presidents, as appropriate. Changes in mandatory systemwide fees will be made in accordance with the requirements of the Working Families Student Fee Transparency and Accountability Act (Sections 66028 - 66028.6 of the Education Code).

Please go to [www.csun.edu/stufin](http://www.csun.edu/stufin) for fee changes if and when they are approved by the Board of Trustees.

Approved fee changes will be posted to your student account.

Subject to change without notice or obligation 04/19

See reverse side for Installment Payment Plan and payment methods information. ☞

# Online Installment Payment Plan (IPP)

Depending on your registration date, you will be eligible for one of three IPPs. Please wait at least four hours after course registration to enroll in the IPP. Only after registering for classes can a student enroll in the IPP. Students must enroll in an IPP online prior to making any installment payments. Please do not wait until the deadline date to activate your IPP. For enrollment instructions, log on to: [www.csun.edu/sites/default/files/ucs-online-ipp.pdf](http://www.csun.edu/sites/default/files/ucs-online-ipp.pdf) The first installment payment (including the \$40 non-refundable administrative fee) can be made online via the myNorthridge portal or in person at University Cash Services (UCS) located in the lobby of Bayramian Hall. To obtain more information, contact University Cash Services at (818) 677-8000, option 1 or email us at [ucs@csun.edu](mailto:ucs@csun.edu).

When registering for classes between:	An Installment Payment Plan must be activated prior to the first payment. A \$40 non-refundable administrative fee is assessed at the time of IPP enrollment.	
April 8 - June 16, 2019 <i>Three-Payment Plan</i> Plan A open 5/17- 6/17	1 <sup>st</sup> Installment: 2 <sup>nd</sup> Installment: Final Installment:	1/3 of the eligible fee plus a \$40 administrative fee; due by 11:59 pm on Monday, June 17, 2019* 1/3 of the eligible fee; due by 6:59 pm on Wednesday, July 17, 2019* 1/3 of the eligible fee; due by 11:59 pm on Monday, August 19, 2019*
June 17 - July 16, 2019 <i>Two-Payment Plan</i> Plan B open 6/18 - 7/17	1 <sup>st</sup> Installment: Final Installment:	1/2 of the eligible fee plus a \$40 administrative fee; due by 6:59 pm on Wednesday, July 17, 2019* 1/2 of the eligible fee; due by 11:59 pm on Monday, August 19, 2019*
July 17 - August 18, 2019 <i>Two-Payment Plan</i> Plan C open 7/18 - 8/19	1 <sup>st</sup> Installment: Final Installment:	1/2 of the eligible fee plus a \$40 administrative fee; due by 11:59 pm on Monday, August 19, 2019* 1/2 of the eligible fee; due by 11:59 pm on Tuesday, September 17, 2019*
Aug. 19 - Sept. 13, 2019	Installment Payment Plan is not available. (See payment deadlines under Fee Payment Schedule)	

\*If you fail to make any required installment payments in full by the dates and times, you will be disenrolled from some or all of your classes. Any payments made AFTER the deadline dates and times will NOT prevent disenrollment. Orientation and Field Studies fees and the Student Health Services fee are not included in your IPP. They must be paid separately by the original due dates.

## Who IS Eligible for an IPP Residents of California, nonresident and international students

(undergraduates, graduate, teaching credential and doctorate students) may pay all eligible registration-related fees through the online installment plan. Minors wanting to enroll in an IPP must complete a promissory note in person, along with a parent or guardian at UCS in Bayramian Hall.

**Who is NOT Eligible for an IPP** Students who registered only through The Tseng College of Extended Learning.

## How to Pay Your Fees

TO PAY BY...	GO TO...	REMEMBER TO...
<b>Credit Card</b> American Express, Discover, MasterCard or VISA  <i>The credit card processor SmartPay charges a 2.75% service fee to the cardholder.</i>	myNorthridge - Log in at <a href="http://www.csun.edu">www.csun.edu</a> and select: > Financial Matters (tab) > My Financial Obligations (section) > Make a Payment > Pay by Credit Card Read policy info and click >"Agree". Enter credit card number and expiration date.	<input checked="" type="checkbox"/> Have your CSUN ID number ready. <input checked="" type="checkbox"/> Have your credit card number and its expiration date ready.
<b>Electronic Check</b>  <i>No service fee.</i>	myNorthridge - Log in at <a href="http://www.csun.edu">www.csun.edu</a> and select: > Financial Matters (tab) > My Financial Obligations (section) > Make a Payment > Pay by Electronic Check	<input checked="" type="checkbox"/> Have your CSUN ID number ready. <input checked="" type="checkbox"/> Have your routing and checking account numbers ready (bottom of your personal check). <input checked="" type="checkbox"/> Do not put in your check number. <input checked="" type="checkbox"/> Do not put in your debit card number.
<b>By Mail</b> Personal check, cashier's check, or money order - <i>No service fee.</i>  Initiate 529 College Fund checks three weeks prior to due date.	Mail payment to: California State University, Northridge University Cash Services 18111 Nordhoff Street Northridge, CA 91330-8214  <i>The University is not responsible for delayed or lost mail.</i>	<input checked="" type="checkbox"/> Make your check or money order payable to CSUN (or California State University Northridge). <input checked="" type="checkbox"/> Write your CSUN ID number on the check. <input checked="" type="checkbox"/> To avoid the consequence of a late payment, mail your payment at least <b>14 days prior to the deadline.</b> (A postmark on day the payment is due is <i>not</i> accepted as a timely payment.)
<b>In Person</b> Cash, ATM/debit card, personal check, cashier's check or money order <b>(Credit cards are not accepted)</b> <i>No service fee.</i>	Bayramian Hall, Main Lobby ■ University Cash Services (counter) or ■ Student Payment Drop Box (at the Information Desk) DO NOT place cash in the Drop Box.	<input checked="" type="checkbox"/> Have your CSUN photo ID card ready. <input checked="" type="checkbox"/> Have your cash, check or ATM/debit card ready.
<b>International Wire Transfer</b>	<a href="http://www.csun.edu/stufin">www.csun.edu/stufin</a> and view Student Payment Information for online wire instructions.	<input checked="" type="checkbox"/> You have 72 hours to submit info sheet to bank. <input checked="" type="checkbox"/> Allow 7-10 work days for CSUN to receive payment.
<b>Telephone</b> Not available	Payments not accepted over the telephone.	<input checked="" type="checkbox"/> Carry your CSUN ID card with you at all times. <input checked="" type="checkbox"/> Check your portal and Gmail for alerts often.

**Want your refund faster?  
Direct deposit eRefunds are sent directly to your bank account.**

1. Go to myNorthridge Portal login
2. Enter your >User Name and Password
3. Go to the >My Financial Matters (tab)
4. Under >My Financial Obligations, select eRefund
5. Complete required information. Do not enter your debit card number
6. Click >Acknowledge box
7. Select >Save