

Cashier's Office

(608) 785-8719

121 Graff Main Hall

Office Hours Monday-Friday 8:00 am to 4:00 pm

Website: www.uwlax.edu/cashiers

E-mail: cashiers@uwlax.edu

2020-2021 Estimated Yearly Costs

	Tuition/Fees*	Room Traditional double	Meals Eagle meal plan	Total
Wisconsin	\$9,290	\$4,078	\$2,646	\$16,014
Minnesota **	\$9,290	\$4,078	\$2,646	\$16,014
MSEP***	\$12,439	\$4,078	\$2,646	\$19,163
Non-Resident	\$18,109	\$4,078	\$2,646	\$24,833

In addition to these costs, students can expect to spend from \$1,500 to \$2,000 each semester on personal costs such as transportation, clothing, and entertainment.

* UWL has a Textbook Rental Service which is included in the tuition cost.

** **Minnesota residents must file for reciprocity** under the Minnesota/Wisconsin Reciprocity Agreement. Those who don't apply, or who apply late and/or are not approved, will pay non-resident rates. Applications are available online at <https://www.ohs.state.mn.us/ssl/reciprocity/apply1.cfm>

*** The Midwest Student Exchange Program (MSEP) includes selected students who are residents of Illinois, Indiana, Kansas, Michigan, Missouri, Nebraska, or North Dakota.

Terms and Conditions of Financial Responsibility

All students must electronically sign the Terms and Conditions of Financial Responsibility at the time of registration each semester. New students have a checklist (to-do) item in their WINGS Student Center for signing this agreement. By agreeing to the terms, students agree to pay, in full, the amount of any fees, tuition, housing and meal plan costs, and other miscellaneous charges incurred in connection with attendance at UWL, on the dates indicated by UWL for each semester.

Payment is required on the 10th day of classes for fall and spring semesters. If payment in full is not made by the 10th day of class, a \$0.00 administrative fee will be charged to the account per semester which allows for monthly payments. The monthly payments are due approximately 30 days after the charges are billed. In addition, a 1.50% finance charge will be assessed on any amounts not paid by the due date indicated on each student bill. Payment in full is required prior to registration for future semesters.

- ★ **Online payment via an electronic check:** This is a fast, free and secure method of making a payment. The payment will post to WINGS within seconds. **This is the preferred method of payment as YOU control when payments are posted.** Payment is made through the WINGS Student Center under Finance or through the Cashier's Office website: www.uwlax.edu/cashiers. Students, parents, and guests can make payments. Students will be charged \$20 for online payments returned for insufficient funds.
- **Online payment via Credit/Debit Card – MasterCard, VISA, Discover, American Express, & Diners Club:** Card companies charge a 2.75% convenience fee. Payment is made through the WINGS Student Center under Finances or through the Cashier's Office website: www.uwlax.edu/cashiers. Students, parents, and guests can make payments.
- **Edvest/529 Plans** – Request your Edvest/529 distribution early. **Plan accordingly!** You do not need to wait for an official tuition statement from UWL to submit a request to Edvest/529 plan. <https://www.uwlax.edu/info/cost-to-attend/> Edvest/529 plans pay UWL directly via a paper check. Some plans can take up to two weeks before the check reaches UWL so allow for processing and mailing time. An owner of an Edvest/529 plan can request electronic transfer of funds to their personal account. Edvest/529 plans cannot pay UWL electronically.
- **Check and/or Cash payment at Cashier's Office** located at 121 Graff Main Hall, 1725 State Street. Please note the student ID# on the check. Students will be charged a fee for checks returned for insufficient funds.
- **Check payment mailed to the Cashier's Office** will be posted to the student account **on the business date received.** Please make checks payable to UWL and note the student ID# on the check. Mail payments to UWL.

Cashier's Office, 121 Graff Main Hall, 1725 State Street, La Crosse, WI 54601. Students will be charged a fee for checks returned for insufficient funds.

Semester Billing Schedule for Spring 2021

		Spring	Info
First Bill e-mailed		January 29	A reminder to view the bill is sent to student's university email address.
First Payment Due		February 12	Avoid the \$0.00 administrative fee by making payment before the 10 th day of class.
If Bill is not paid, Second Payment Due		March 16	Avoid 1.50% finance charges by paying total amount. Bill must be paid in full prior to future registration.
Finance Charges added		March 17	

- ▣ **HOW TO VIEW THE BILL**-- Billing reminders are emailed to students at their official university e-mail address. **Students have the option of setting up Parent Portal accounts** for parents to access their **billing** accounts and receive **billing** emails when new bills have been posted. See information below. Students can also print or e-mail their bill from WINGS. Charges can be incurred throughout the semester. No paper bill is mailed to students' home address due to Family Educational Rights and Privacy Act (FERPA). FERPA is a Federal law that protects the privacy of student education records.
- ▣ A \$25.00 **non-refundable** registration fee is charged each semester when registering for classes. Students are still responsible for this fee **even if classes are dropped before** the semester starts. This charge is automatically posted to your WINGS account and will be reflected on the billing statement.
- ▣ Bill due dates are posted online at www.uwlax.edu/cashiers. The bill must be paid in full before a student can register for future semesters.

We have two separate options for Parent access. Your student can authorize your access to 1.) Online billing payment system and 2.) Individual student records. Your student is highly encouraged to set up both options early in the semester. Failure to set up Parent access prevents the Cashier's Office from speaking with parents regarding your student's account due to FERPA laws.

Give Parent/Guardian Access to **VIEW/PAY BILL (Cashnet)**

1. Students, log in to WINGS at wings.uwlax.edu with your NetID username and password
2. Go to Finances (in the middle of the page)click on Grant Access to View/Pay Bill>scroll down to Parent Pins>click on Add New.
3. Upon completion, parent will receive their unique log in information. Additional instructions to pay can be found at <https://www.uwlax.edu/cashiers/> payment options button.

Give Parent/Guest User Permission to **VIEW Student Information (Comply with Federal FERPA Law)**

1. Students, log in to WINGS at wings.uwlax.edu with your NetID username and password.
2. Click Main Menu>Self Service >Guest Users, Add a Guest User (green box).
3. Access to WINGS Student Center account. Fill in your guest user name and guest user email address. Students can give parents or guests access to their WINGS Student Center account. Students control what parents or guests can view and do. It is a FERPA violation if we discuss an

account without the Student's permission. Access for each parent/guest remains in place until the student revokes the access. Parent/guest can be given access to:

- Request Official Transcript
- Update Contact and Emergency Information
- View or Update Contact Information
- View Class Schedules
- View Grades
- View What I Owe
- View Advisor Information
- More!

4. Upon completion, parent or guest user will be notified.

If you have any questions regarding access, please contact the Cashier's Office.

Financial Aid Refunds and Other Refunds

Financial Aid- Fall 2020 distribution begins on September 9
Spring 2021 distribution begins on January 27

Financial Aid Refunds: If the financial aid funds applied to the student's WINGS account are more than the balance due, the excess is paid back to the student as a financial aid refund. UWL has partnered with **Nelnet** to deliver refunds directly to your bank account. **FOR the FASTEST REFUND, fill out your banking information ahead of time to prevent delay in receiving refunds.** This is a free, quick, safe and easy process to complete.

The screenshot shows the 'Finances' section of the WINGS account portal. A blue header bar contains the word 'Finances' in white. Below it, there are links for 'My Account', 'Account Inquiry', and 'Financial Aid'. A notification box states 'You have no outstanding charges at this time.' There is also a search bar with 'other financial...' and a dropdown arrow. Below the search bar, there is a yellow highlight on 'Student Choice Refund' and three blue links: 'Make a Deposit/Payment', 'View My Bill', and 'Grant Access to View/Pay Bill'.

To receive your refund check quickly, fill out the required direct deposit information needed.

The advertisement features a brown dog sitting on a grey carpet, holding a roll of US currency in its mouth. The text 'Get your student refund!' is written in a white, cursive font across the top. Below the dog, there is a white box with the text 'Questions? Please contact the Cashier's Office at: cashiers@uwlax.edu'. In the bottom right corner, there is a circular logo for 'LA CROSSE'. To the right of the dog, there is a light blue box with the text 'ALL students receiving refunds must register with NELNET.' followed by a curved arrow pointing to the right. Below this, there are four steps listed with arrows: 'Log into your WINGS account', 'Go to the Finances section', 'Click on "Student Choice Refund"', and 'Fill out the required info'. At the bottom right of the blue box, it says '**Direct Deposit Recommended'.

Withdrawing from the University--- Fees and Refunds

1. Any new or transfer students choosing not to attend prior to the first day of classes must contact the Admissions Office. If this is not done, students will be placed on class rosters and will be responsible for payment of tuition and fees.
2. Any student choosing to withdraw after classes have begun must complete the formal withdrawal process through the Office of Student Life, 149 Graff Main Hall. Please note students will be assessed a \$50 withdrawal fee. The amount of refund (if any) is determined by the effective date of the withdrawal.

Withdrawal Dates-refer to Refund Schedule

<https://www.uwlax.edu/cashiers/tuition-and-billing/refund-information/>

If the student received financial aid, refund requirements of the Higher Education Amendments may affect the student's refund or balance due to the University. Please note that you still are responsible for payment of your bill due to withdrawing from UWL

Room and Meals Refund

Students who withdraw from the University shall be refunded room and meals paid in advance on a weekly-prorated basis. Calculation of the refund amount begins on the Monday of the week following the withdrawal date. The \$150 housing deposit is non-refundable.

Need to change your address for billing and tax reporting purposes?

Access WINGS to view/change your individual student information regarding tuition/fees, local/legal addresses, class schedule, and tax reporting. The student's ID number and password are required to access WINGS.

Form 1098-T is the IRS Tuition Statement issued to all students who had qualified tuition and other related educational expenses billed to them during the previous calendar year. It serves to alert students that they may be eligible for federal income tax education credits as part of their Federal Income Tax Return. For 2020 tax year, check with the UWL Cashier's website at www.uwlax.edu/cashiers for additional details.