



Your Student Account



Welcome to Regis University

Every student opens a student account the moment registration activity begins. A student account is the account Regis bills and collects from based on the account activity. Charges to your account consist of registration activity and other debits. Credits go to your student account in the form of payments, registration changes, adjustments, and financial aid.

Paying Your Tuition

Regis accepts credit cards, checks, money orders, and cash payments.

Many students pay their tuition using financial aid, deferment of tuition, or third-party specialized billing.

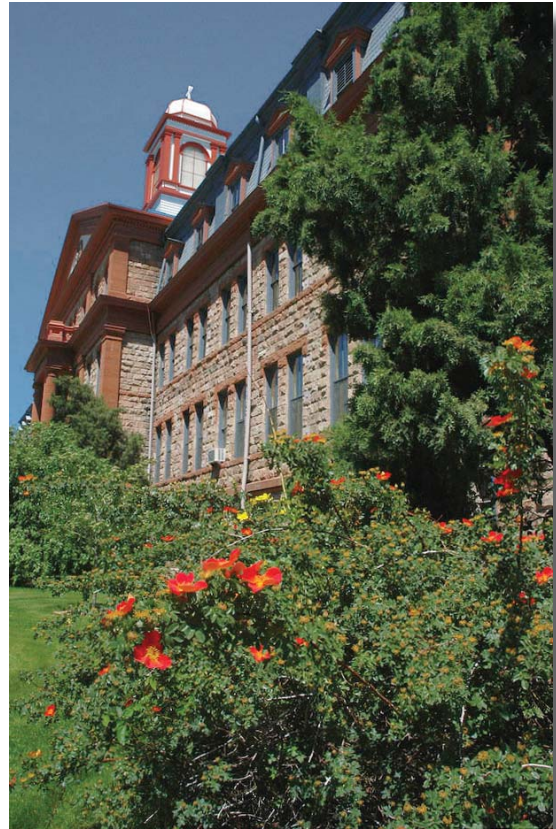
There are various ways that you can pay your tuition:

Online: Regis offers secure online account access through WebAdvisor. You can access your student account balance information and pay your tuition online by logging in to webadvisor.regis.edu. You may view your financial aid activity and your entire student account record.

In Person: You may pay at any campus location. Cash payments are accepted only at the Lowell campus in the Cashier's Office, located on the first floor in Main Hall.

By Phone: You may call in your payment to 303-458-4126 or 800-568-8932.

By Mail: You may mail your check or credit card payment (with your name and student ID) to:
Regis University
3333 Regis Blvd., A-8
Denver, CO 80221-1099



Communications You Will Receive

Each time you register, you will receive a Registration Invoice in the mail. You will also receive e-mail notices periodically reminding you of upcoming due dates and informing you of any balances on your student account. Remember that all student account information will be e-mailed using your secure Regis e-mail account.

International Students

All non-resident students attending Regis University must complete an International Exception Payment Policy form. These forms are available on the Student Accounts website. International students are not eligible for deferment of tuition.

Understanding Your Registration Invoice

REGIS UNIVERSITY Enrollment Services Student Accounts 3333 Regis Blvd A-6 Denver, CO 80221-1099 303-458-4126 303-964-5449 FAX enrollsvc@regis.edu

Registration Invoice

Date: 03/31/08

Student Name: Regis Student
Account/ID #: 1234567

3333 Regis Blvd
Denver, CO 80221

CHANGE OF ADDRESS ON BACK

Visa _____ MasterCard _____ Discover _____ American Express _____

Credit Card # _____ Exp. Date _____

Signature _____

Net Balance	Amount Enclosed
\$ 1,478.00	\$

See Due Dates Below

Pay online at <https://webadvisor.regis.edu> or detach and return this portion with your payment. Mail check to: Regis University P.O. Box 173861 Denver, CO 80217. Please indicate account/ID number on check.

Description	Amount
Regis University Registration Invoice 03/31/08 04-030W	0.00
Balance Forward	0.00
Current Charges	2,010.00
TOTAL CHARGES	2,010.00
*Fin Aid Not Yet Disbursed (Est Net Amt)	532.00
TOTAL CREDITS	532.00
ESTIMATED NET BALANCE (Due Dates below)	1,478.00

*Credit balance resulting from *Fin Aid Not Yet Disbursed* will be available for refund within 14 days after disbursement.

Detailed information regarding Current Charges, Due Dates, Financial Aid and Payment Plans are provided below and on reverse side.

EXPLANATION OF CHARGES

Term	Action Date	Description	Charges	Due Date
CURRENT CHARGES (01/02/08 through 03/04/08)				
08SP	01/07/08	Reg - 08SPW1*AC*4108*W40	1,000.00	01/13/08
08SP	03/03/08	Reg - 08SPW2*AC*4108*W70	1,000.00	03/09/08
Subtotal Current Registration Charges			2,010.00	
Current Other Charges			0.00	
TOTAL CURRENT CHARGES			2,010.00	

SCHEDULE

Course/Description	Days	Times	Location Bldg/Room	Instructor	Date	Date	Credits	Status
08SPW2 AC*4108*W40	R	06:00PM 10:00PM	ILB IL 120	J. McDonald	03/01/08	03/02/08	3.00	ADD
08SPW2 AC*4108*W70	R	06:00PM 10:00PM	ILB IL 122	J. McDonald	03/01/08	04/27/08	3.00	ADD

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303-458-4126 • 303-964-5449 FAX • enrollsvc@regis.edu

A Registration Invoice is mailed to you within 10 days of registration activity. The invoice includes due dates for terms, explanation of charges, financial aid information, and your class schedule.

Total Credits include guaranteed financial aid and any payments posted.

Net Balance is the amount you owe after considering credits and guaranteed financial aid.

Explanation of Charges shows the term, your registered courses, charges, and due dates, as well as any additional fees.

Due Dates are displayed here according to your registration.

What's on the Back

The back of the invoice will show your financial aid and class schedule. If "Financial Aid Incomplete" appears on your invoice, be sure to check your account on WebAdvisor and complete any necessary paperwork.

Refunds

Financial Aid Refunds

Guaranteed financial aid monies (including scholarships and student loans) are automatically disbursed into your student account. If there are funds in excess of tuition and fees, a refund check will be processed and mailed to you within 14 days of the disbursement date. Refunds for federal aid recipients are assessed in accordance with federal regulations and may be withheld and/or charged back to the student's account. To take advantage of the **Direct Deposit** option, login to WebAdvisor and sign up. Click on the Students menu and then Direct Deposit (US).

Other Refunds

If a valid credit balance exists on your account because of such things as withdrawal from a class or adjustments and over-payments, you will receive a refund. If you paid by credit card, the refund will go back to the credit card; otherwise, you will be issued a check. To keep the money in your account for future charges, fill out a Credit Balance Hold form, which can be found on the Student Accounts web page; click Forms and Publications. To request a refund within two to three working days, call 303-458-4126 or 800-568-8932.

Deferment of Tuition

You may choose to defer your tuition due date 90 days after the start of the course's academic term. Complete the Tuition Deferment form by going to WebAdvisor, and once in the Students Menu, select Tuition Deferment. Or the form and due date schedule can be found at www.regis.edu/studentaccounts.

Tuition Deferment: There is a \$40 per-course deferment fee for this option. The Tuition Deferment Form must be submitted with the fee on or before the course's tuition due date in order to be processed. Late deferments are not accepted.

Military Deferment: Active-duty military may choose to defer tuition as indicated above at no charge. Complete and sign the Military Deferment Form and present your military ID at any campus location. The Military Deferment Form must be submitted on or before the course's tuition due date.

Sponsored Billing

Regis University uses Sponsored Billing to process third-party specialized billing. Some students work for employers or are military students that have a direct billing agreement established with Regis. These third-party payers have agreed to pay Regis University part or all of the student's tuition and fees. Student Accounts will provide billing statements to these third-party payers after the add/drop date of each academic term. For more information, go to www.regis.edu/studentaccounts and click on Sponsored Billing.

Please note that Third-Party Specialized Billing is NOT Tuition Reimbursement. In most cases, tuition reimbursement is contingent upon grades and is an arrangement solely between the student and his or her employer. The Tuition Deferment option is suggested in this case.

The Importance of Paying On Time

Full payment of your student account balance is due by the due date. Payment due dates are always the same as the course's add/drop date. A \$75 late fee will be assessed for each course not paid or deferred by the due date.

You may view your account summary and make online payments any time at webadvisor.regis.edu. Due date schedules can be found at www.regis.edu/studentaccounts. Future registration and release of transcript/diploma are restricted until the past due financial obligation is paid.

Failure to make a payment arrangement on a delinquent student account will result in further collection action. Students are obligated to reimburse the University for all expenses incurred in the collection of past due accounts including, but not limited to, collection fees, court costs, attorneys fees, administrative costs, and other applicable charges.

When You're Having Trouble Paying

We understand that at times students are unable to meet their financial obligations. Contact the Student Accounts office if you are having trouble paying, and we will work with you to set up a payment agreement.



Where to Find . . .

Tuition

www.regis.edu/studentaccounts. Click on Cost of Attendance.

Due Dates and Forms

www.regis.edu/studentaccounts.

Financial Aid

www.regis.edu/financialaid.

Sponsored Billing

www.regis.edu/studentaccounts. Click on Sponsored Billing.

WebAdvisor

webadvisor.regis.edu. Login to view your account and pay online. If you have questions about WebAdvisor access, call ITS at 303-458-4050 or 800-568-8932.

Planning Your Education Expenses

www.regis.edu/financialaid. Click on Forms and Publications.

More Information

For any question related to tuition, due dates, financial aid, registration, or sponsored billing, call us at 303-458-4126 or 800-568-8932.

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