PHYSICIAN ASSISTANT 11 WEEK SUMMER 2018 PAYMENT SCHEDULE

ECU does not accept credit or debit card payments by telephone, mail, or fax.


IF PAYING BY MAIL:  
April 9 - May 2, 2018

1) Mail your check, money order, or certified check payment to the Cashier’s Office with a copy of your online eBill. Mail checks to:
   a. Standard Remittance Address: ECU TUITION PAYMENTS; PO BOX 603084; CHARLOTTE, NC 25260-3084.
   b. Overnight Remittance Address (UPS and FedEx Only): ECU TUITION PAYMENTS; LOCKBOX SERVICES REF. 603084; 1525 WEST WT HARRIS BLVD. - 2C2; CHARLOTTE, NC 28262

2) Payments made by mail must be postmarked by the US Postal Service on or before May 2, 2018 to allow sufficient time for delivery and processing to the student’s account. Checks are processed as received. Do not postdate checks.

3) All checks should be made payable to ECU and must contain the student name, Banner ID, address, and telephone number.

IF PAYING ON-LINE:  
April 9 - May 9, 2018

1) Students and authorized users can pay tuition and fees on-line through ECU’s eBill system with the following payment methods:
   a. VISA, MasterCard, American Express, or Discover affiliated credit cards with a 2.75% convenience fee until April 30, 2018 and a 2.85% convenience fee starting May 1, 2018.
   b. E-Check with no fee.

2) Students can access ECU’s eBill system through Pirate Port at https://pirateport.ecu.edu/portal/.
   a. Students will need their PirateID and Passphrase to enter Pirate Port.
   b. Click on the “Tools” tab and select “Tuition Statements, 1098-T Statements and Payments” located in the “Cashier” section.

3) Authorized users can access ECU’s eBill system at https://pay-banner.ecu.edu/C20694_tsa/web.
   a. Authorized users will need their email address and password to enter ECU’s eBill system.

4) The on-line payment system will not be available after 5:00 p.m. on the late fee and schedule cancellation dates.

IF PAYING IN PERSON:  
April 9 - May 9, 2018

1) Students can pay tuition and fees in person at the Main Campus Cashier’s Office located in the Old Cafeteria Complex, Room G120.

2) Payment methods accepted are cash, check, money order, certified check, or a PIN based debit card.

May 9, 2018  
All 11 Week Summer 2018 billing statements are due. All outstanding balances on a student’s billing statement must be paid in full. All schedules will be cancelled for non-payment after 5:00 p.m.

May 10, 2018  
For the 11 Week Summer 2018 term, the University will assess a $25 processing fee beginning on May 10, 2018 for all accounts not paid in full or by pending financial aid. Additionally, any student incurring tuition and fee charges for the first time after May 9, 2018 will be assessed a $25 processing fee.

May 14, 2018  
First Day of Class.

May 15, 2018  
All schedules will be cancelled for non-payment after 5:00 p.m.

May 16, 2018  
A schedule can only be reinstated when proof of attendance from instructors and proof of satisfactory payment arrangements with the Cashier’s Office have been shown to the Registrar’s Office.
REFUND NOTICE
Physician Assistant 11 Week Summer 2018

REFUND POLICY: Refunds for tuition and required fees (excluding fees noted in the Policy Exception below) will be made as follows for students who withdraw or drop to a lower block of credit hours:

- **May 14 – May 18, 2018** (first five consecutive class days starting with the first official day of classes for the University) tuition and required fees will be refunded at 100%;
- **May 19 – May 25, 2018** (6-10 consecutive class days) tuition and required fees will be refunded at 75% minus a $25 non-refundable processing fee;
- **May 26 – June 4, 2018** (11-15 consecutive class days) tuition and required fees will be refunded at 50% minus a $25 non-refundable processing fee;
- **June 5 – June 11, 2018** (16-20 consecutive class days) tuition and required fees will be refunded at 25% minus a $25 non-refundable processing fee;
- **Beginning June 12, 2018** (21st consecutive class day) refunds will not be considered. If a student wishes to appeal, the process must be initiated in writing to the Tuition Refund Appeals Committee.

Policy Exception: There will be no refunds available on special course fees including but not limited to Clinical Assessment Fees after the first week of class (five class days commencing with and inclusive of the first officially published day of class for the University).

No refunds will be considered after the designated limited refund period(s).

If you receive Title IV Financial Aid, your Financial Aid Authorization may affect the balance on your account. Please visit [http://www.ecu.edu/cs-admin/financial_serv/customcf/FA_FAQs.pdf](http://www.ecu.edu/cs-admin/financial_serv/customcf/FA_FAQs.pdf) for more information on Financial Aid Authorizations.

Any refunds that a student becomes entitled to shall first be applied to outstanding financial institutional charges owed to the University based on your Title IV authorization.

Students currently access TouchNet through the Pirate Port (https://pirateport.ecu.edu/portal/). Students will have the option to have their refunds deposited directly into their own bank accounts. If direct deposit information is not provided to the university, refund checks will be mailed to the student. For more information regarding this refund process, please visit [http://www.ecu.edu/cs-admin/financial_serv/customcf/TouchNet_eRefunds.pdf](http://www.ecu.edu/cs-admin/financial_serv/customcf/TouchNet_eRefunds.pdf).

IMPORTANT: To view the Use of Tuition Statement for East Carolina University, please type the following link in your web browser:
[www.ecu.edu/cs-admin/financial_serv/customcf/graphical_public_support.pdf](http://www.ecu.edu/cs-admin/financial_serv/customcf/graphical_public_support.pdf)

Please note that this statement provides detail for the UNC Board of Governors approved annual fees only. For a list and description of both UNC Board of Governors and ECU's special and miscellaneous fees please visit [www.ecu.edu/cashier/](http://www.ecu.edu/cashier/)