

How to read your billing statement

Match the numbers on the sample statement with the key at the bottom of the page.

ADELPHI UNIVERSITY
BILLING STATEMENT 10
 Billing Date: xx/xx/xx 14
 Account Information: (516) 877-3080
 Web site: <http://www.adelphi.edu> 2

UNIVERSITY ID NO 000-00-0000
 BALANCE 2,242.36
 TWO PAYMENT FEE 50.00
 MINIMUM PAYMENT DUE 1,171.18
 PAYMENT IS DUE BY XX/XX/XX 11

Name 1
 Address
 City, State, Zip
 Term: Spring XXXX 3

7 X _____
 SIGN HERE FOR TWO PAYMENT FEE
 * To review your account information
 or to pay your bill online,
 go to <http://ecampus.adelphi.edu/sfs/>

SEE REVERSE SIDE FOR PAYMENT POLICIES AND PROCEDURES 13

(Detach and return top portion with payment. Please make sure the University's address appears in the window of the return envelope)
 INSTRUCTIONS: Remove this bottom section along the perforation and retain for your records.

SUMMARY OF ACTIVITY	TERM	DATE	CHARGES	CREDITS
TUITION & FEES	SPR XX	11/10/XX	8,900.00	
ROOM & BOARD	SPR XX	12/01/XX	4,115.00	

Anticipated Financial Aid:				
Anticipated Federal Unsub Stafford	SPR XX			1,272.64
Athletic Grant	SPR XX			5,000.00
Deans Award	SPR XX			4,500.00
Total			13,015.00	10,772.64

TUITION & FEES	ROOM & BOARD	PAYMENTS	FINANCIAL AID	TOTAL BALANCE	DEFERRED PAYMENT FEE	MINIMUM PAYMENT DUE
8,900.00	4,115.00	0.00	-10,772.64	2,242.36	50.00	1,171.18

12
 ** IMPORTANT MESSAGES **
 Anticipated Federal and State financial aid amounts are not guaranteed as they are based on preliminary information at the time of billing. Late fees will be assessed on your account for any outstanding balance not paid by the due date.

Key Guide

- 1 Please check for correct name and address. Any required changes must be directed to the Registrar's Office.
- 2 You can pay your bill, with a valid VISA or MasterCard, 24 hours a day online at this Web site.
- 3 This is the term for which you are being billed.
- 4 These are your charges for that specific term as of the billing date (#10).
- 5 These are the credits that will be deducted from your account. Please note that "anticipated aid" is not guaranteed; it is based on preliminary information at the time of billing. If you do not receive the anticipated aid, you are responsible to pay that amount in addition to the balance shown on this invoice.
- 6 This is the two-payment plan option that is also known as the Deferred Payment Plan. If you sign #7 or elect this option on our Web site you will be responsible to pay the first half of your bill by the due date on this statement (#11). See the reverse side of your actual tuition invoice for detailed information on the Deferred Payment Plan.
- 7 You must sign here and send the required half payment and \$50 fee to elect the two-payment option.
- 8 Total balance is the amount that you are responsible to pay by the above due date (#11).
- 9 "Minimum payment" is the amount that is due if you elect the two-payment plan option.
- 10 This is the billing date; all activity on this invoice is as of this date.
- 11 This is the payment due date. To avoid late charges your payment should reach us by this date.
- 12 These important messages are specific to your account.
- 13 A summary of the University's payment and refund policies is explained.
- 14 Questions about your bill or your financial aid? Please call us.