

DECEMBER

Thursday, December 1

- ❖ Past Due Account Appeals (PDA) and Registration Hold Appeals begin for Spring 2012. Registration holds may be released if criteria is met, but transcript holds will remain in place.
- ❖ January apartment rent posts to Aries during nightly production.
- ❖ Overpayments allowed on cashiering system through 12-31-11.

Tuesday, December 6

- ❖ Note added to RAMweb Billing Information explaining financial aid credits, refund timeline, and direct deposit sign-up.
- ❖ Batch refunds turned off so that overpayments do not get refunded. Financial aid refunds processed daily for late fall aid with a one day delay. Both direct deposit and check refunds are processed daily. **FORCE CODES WILL NOT WORK.**

Friday, December 9

- ❖ Last day for fall standard Short Term Loans. Charges will post by Wednesday, December 14, and be due 1-10-12.

Monday, December 12

- ❖ December payment due date.
- ❖ ACH pre-note file to bank – direct deposit account number confirmation.
- ❖ Unpaid sponsor charges from summer are scheduled to transfer back to student accounts prior to this statement. FP hold will be placed on student accounts.

Wednesday, December 14

- ❖ Payment deferral charges and FR/FT holds placed tonight for those who have not paid the amount due for the December due date. These are the last FR holds that will be placed before March.

Thursday, December 15

- ❖ December statement compile.

Friday, December 16

- ❖ Paper statements for collection accounts and CE students who have not authorized eBilling sent to mail service.
- ❖ eBilling notifications sent to students and authorized users

Monday, December 19

- ❖ CSU and Bank holidays coming – Late fall aid disbursed tonight will be in bank accounts on December 27.
- ❖ Last day that uploaded transactions will default to FA11 term code in Aries. Beyond this date, all unspecified terms on transactions will default to SP12, including payments.

Tuesday, December 20

- ❖ Late fall aid disbursed tonight will be in bank accounts on December 28.

Wednesday, December 21

- ❖ Late fall aid disbursed tonight will be in bank accounts on January 3.

Thursday, December 22

- ❖ Late fall aid disbursed tonight will be in bank accounts on January 4.

Friday, December 23

- ❖ Fall aid disbursed tonight will be in bank accounts on January 5. Fall aid disbursed after tonight will apply toward Spring 2012 charges. Exceptions may be processed between now and January 9.

Monday – Wednesday, December 26, 27, 28

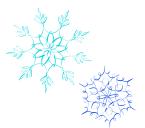
- ❖ CSU Closed – no production schedules.

Saturday, December 31

- ❖ Last day to overpay on accounts. The cashiering system will block all future overpayments on accounts beginning at midnight, tonight.

November 30, 2011

2011/2012																																									
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JANUARY

Monday, January 2

- ❖ Federal and State Holiday – Banks, USPS, and CSU closed.

Tuesday, January 3

- ❖ Spring “New Student Enrollment Deposits” will release beginning tonight. They will continue nightly through Census (February 1).
- ❖ Spring 2012 assessment runs tonight. This includes New Student Orientation Charges (TFON and TFOT) for new and transfer students.
- ❖ Spring 2012 residence hall room and board posts tonight.
- ❖ Spring 2012 aid will be authorized tonight.

Wednesday, January 4

- ❖ Spring 2012 viewable to students and authorized users on RAMweb
- ❖ Spring 2012 registration charges will be viewable on Aries A/R Forms.
- ❖ Spring 2012 COF stipend viewable and effective on Aries A/R Forms.
- ❖ Online assessment for Spring 2012 is turned on.
- ❖ February apartment rent posts to Aries during nightly production.

Saturday, January 7

- ❖ Spring 2012 financial aid disburses and will be picked up for refund Monday.

Monday, January 9

- ❖ Bookstore, health insurance, and other charges post to accounts, prior to refunds.
- ❖ Spring financial aid appears on Aries A/R. No more authorized aid for the term.
- ❖ First spring direct deposit refunds are processed tonight (Day 2). This will not include Continuing Education, INTL, or Employee refunds.

Tuesday, January 10

- ❖ January payment due date. FA11 STLs are due today.
- ❖ Day 3 for initial batch of spring direct deposit refunds.
- ❖ Bank holiday coming, add one day to refund timeline with aid that is disbursed tonight. 5 day refund timeline resumes with aid that is disbursed on 1-17-12.
- ❖ Employees with credit balances will start being reviewed for financial aid refunds with a one-day delay.
- ❖ Review of INTL credit balances will begin. These are refunded when approval from BFS Tax Accountant is approved.
- ❖ Review of CE credit balances will begin. These are refunded when approval from SFS Operations is confirmed.

Wednesday, January 11

- ❖ Day 4 for initial batch of spring direct deposit refunds.
- ❖ Start submitting Spring 2012 PLUS loans to Accounts Payable for parent refunds. Estimated check date is 1-26-12.
- ❖ First day to accept Spring 2012 Modified Short Term Loan applications.

Thursday, January 12

- ❖ Day 5 for initial batch of spring direct deposit refunds. Money should be in personal bank accounts today. Have student confirm with their banks prior to spending.

Friday, January 13

- ❖ Payment deferral charges apply for those who have not paid the amount due for January due date. No new FR/FT holds are placed in January, but prior holds remain.

Monday, January 16

- ❖ Federal and State Holiday – Banks, USPS, and CSU closed.

Tuesday, January 17

- ❖ First day of Spring 2012 class.
- ❖ January statement compile. All charges are due February 10. Students must pay their account balance in order to register for future terms. If the balance is not paid by February 10, a 1.5% Payment Deferral Charge will apply monthly until the balance is paid or the student is no longer enrolled. At that time, former students will be assessed Late Payment Charges.

Wednesday, January 18

- ❖ Last day, prior to midnight, to update MA address for mailed refund check.
- ❖ eBilling notifications sent to students and authorized users.

Thursday, January 19

- ❖ First Spring 2012 refund checks are processed in tonight’s schedule.
- ❖ Paper statements for collection accounts and CE students who have not authorized eBilling are delivered to Mail Service.

Friday, January 20

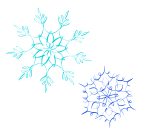
- ❖ First Spring 2012 refund checks are printed and delivered to Mail Service.

Tuesday, January 24

- ❖ First Spring 2012 refund checks begin arriving in mailboxes.

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SPRING 2012 STUDENT ACCOUNT ACTIVITY OVERVIEW

Monday, January 30

- ❖ First day for Spring 2012 Standard Short Term Loans. Last date is 5-4-12. Charges will be due 6-11-12.
- ❖ First day for stop payment processing on Spring 2012 checks.

FEBRUARY

Wednesday, February 1

- ❖ Spring 2012 Census.
- ❖ Students must contact Health Insurance Office by today to cancel or appeal spring charge/coverage.

Monday, February 6

- ❖ Enrollment Deposit Forfeits post tonight for Spring 2012.

Tuesday, February 7

- ❖ New Student Enrollment Deposits Released for those accounts receiving forfeit charges. From this point forward, no additional forfeits will be placed and withdrawals who have an enrollment deposit transaction on their account may be refunded.

Friday, February 10

- ❖ Spring 2012 (February) payment due date.
- ❖ Direct deposit and check refunds are processed tonight for part-time students who did not previously self-identify. (Day 2)

Monday, February 13

- ❖ Day 3 for initial batch of part-time direct deposit refunds.

Tuesday, February 14

- ❖ Bank holiday coming, add one day to refund timeline beginning with aid that is disbursed tonight. Normal refund timelines resume with aid that is disbursed on Friday night, 2-17-12.
- ❖ Day 4 for initial batch of part-time direct deposit refunds.
- ❖ First sponsor billing invoices for Spring 2012.

Wednesday, February 15

- ❖ Payment deferral charges apply and FT holds are placed tonight for those who have not paid the amount due for the February due date. No new FR holds will be placed.
- ❖ Day 5 for initial batch of part-time direct deposit refunds. Money should be in bank accounts. Have student confirm with their banks prior to spending.

Thursday, February 16

- ❖ First Fall 2011 students assigned to Special Assets if not enrolled for spring.
- ❖ February statement compile tonight.

Friday, February 17

- ❖ eBilling notifications sent to students and authorized users.

Monday, February 20

- ❖ **Federal holiday – Banks and USPS closed.**
- ❖ Beginning this week, an alert will display on RAMweb for students who could potentially have a registration hold placed on 3-20-12. Message will display for six weeks.
- ❖ Paper statements for collection accounts and CE students who have not authorized eBilling are delivered to Mail Service.

MARCH

Monday, March 12

- ❖ March payment due date

Wednesday, March 14

- ❖ Payment Deferral charges apply and FT holds are placed tonight for those who have not paid the amount due for the March due date. No new FR holds will be placed.

Thursday, March 15

- ❖ March statement compile

Friday, March 16

- ❖ eBilling notifications sent to students and authorized users.

Monday, March 19

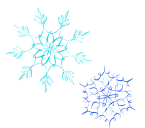
- ❖ “W” Drop date for spring semester.
- ❖ Paper statements for collection accounts and CE students who have not authorized eBilling are delivered to Mail Service.

Tuesday, March 20

- ❖ 10:00 a.m. FR holds are placed on accounts with a past due balance greater than \$66.66. Students will not be able to register for summer or fall semesters until the hold is resolved.
- ❖ Registration for Summer 2012 opens at noon.

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APRIL

Monday, April 2

- ❖ Housing Deposit credits post to Banner. Direct deposit refunds will process tonight for these and checks on Thursday night, April 5.
- ❖ Registration opens for fall semester – grad/professional students, athletes and honors.

Tuesday, April 3

- ❖ Registration opens for fall semester – seniors.

Friday, April 6

- ❖ Registration opens for fall semester – juniors.
- ❖ Housing Deposit checks are printed and mailed today.

Tuesday, April 10

- ❖ Unpaid sponsor charges from fall are scheduled to transfer back to student accounts prior to the April statement. FP hold will be placed on accounts.
- ❖ April due date

Friday, April 13

- ❖ Payment Deferral charges apply and FT/FR holds are placed tonight for those who have not paid the amount due for the April due date.
- ❖ Registration opens for fall semester – sophomores.

Monday, April 16

- ❖ April statement compile.
- ❖ Second sponsor invoice for Spring 2012

Tuesday, April 17

- ❖ eBilling notifications sent to students and authorized users

Wednesday, April 18

- ❖ Paper statements for collection accounts and CE students who have not authorized eBilling are delivered to Mail Service.

Friday, April 20

- ❖ Registration opens for fall semester – freshmen.

MAY

Friday, May 4

- ❖ Last day for Spring 12 short term loan applications, due 6/11/12
- ❖ Last day of Spring 12 classes.

Thursday, May 10

- ❖ May due date.

Monday, May 14

- ❖ Payment Deferral charges apply and FT/FR holds are placed tonight for those who have not paid the amount due for the May due date.
- ❖ Spring 12 short term loan charges post by today.
- ❖ First day of summer school.

Tuesday, May 15

- ❖ May statement compile, which includes transactions for Summer 2012.

Wednesday, May 16

- ❖ eBilling notifications sent to students and authorized users.

Thursday, May 17

- ❖ Paper statements for collection accounts and CE students who have not authorized eBilling are delivered to Mail Service.

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