

May 30, 2008

Dear Student:

Welcome to Smith College! Student Financial Services looks forward to working with you during your enrollment at Smith. As you begin to prepare for your arrival this fall, there is some important information about the financing and billing process that we would like to share with you. Please forward this important information to the party responsible for your educational financing.

FINANCING:

Finance options include loan programs and a payment plan. Please visit our website at www.smith.edu/finaid/financing.php to research your options. Refer to the worksheet on our website, www.smith.edu/finaid/guides/worksheet.pdf to guide you in the assessment of your financing needs.

** **Important Loan Message:** A tight credit market may jeopardize the availability of some forms of educational loans. There will be no problem with the Federal Direct Loans issued by the Student Financial Services Office. We do not anticipate a problem with the Federal PLUS loans, but other loans for either parents or students may be more difficult to obtain for the 2008-2009 academic year. We encourage you to start the loan process early to ensure that the necessary funding is available for the start of the academic year and that you do not encounter problems starting classes.*

BILLING:

You will receive your bill for the fall semester in mid-July and the payment due date is August 10, 2008. Spring semester bills are mailed out in mid-December and the payment due date is January 10, 2009. Bills are mailed to the student at the permanent mailing address the student has provided to Smith. Duplicate bills can be mailed to a student's campus box or to a third party at the student's request. A Duplicate Billing Request Form must be completed and submitted to Student Financial Services. The form can be found in "A Guide to Fees and Payments", a reference for you throughout the year, at www.smith.edu/finaid/guides/feesandpayments/. Please reference this guide for other important information.

Fees: Billed fees for 2008-2009 can be found at www.smith.edu/finaid/yearchg.php.

Forms of Payment: (Be sure to include student's name and College ID on all forms of payment)

- Checks and Money Orders
- Cash Payment (must be made at the Cashier's Window, College Hall #204, Monday thru Friday 9:30 – 11:30)

- Bank Wires (please contact Student Financial Services for more information about this option)
- Smith College does not accept credit or debit cards as a form of payment.

Late Fees: Late fees are assessed at the rate of 1.25% per month on overdue balances.

Health Insurance:

- All students are automatically enrolled and charged half the annual cost each semester. This fee may be waived if your own or your family's insurance meets the Massachusetts requirements and you complete the online health insurance decision form by the published deadline of August 10, 2008.
- All students are required to complete the online health insurance decision form at www.gallagherkoster.com/ whether waiving or enrolling in the health insurance plan. The health insurance decision form will not be available online until mid-July. Students will be notified through their Smith email account when the form is available.

Bannerweb:

- This is an excellent resource for itemized billing information. By logging on, you can view all charges and credits that have been applied to your account, in addition to your current balance.
- Outstanding financial aid requirements can also be viewed on Bannerweb.

CAMPUS WORK:

Information about campus employment will be sent to you in August. Preference in hiring is given to students on need-based aid before jobs are made available to other students. Income from campus jobs will not be applied toward billed fees unless you file a Payroll Deduction Authorization with our office. Any questions concerning student employment should be directed to Valerie Schumacher at studemp@email.smith.edu or visit our website at www.smith.edu/finaid/fao/studemp.php.

OUTSIDE AID:

You are required to notify Student Financial Services of all outside aid you will be receiving. Please see our website www.smith.edu/finaid/outaid.php for our outside aid policy. Please print, complete and return the outside aid form, available at www.smith.edu/finaid/outsideaid.pdf to notify us of any expected outside aid. This form will be used in updating your account for expected assistance from sources outside the college and for coordinating the inclusion of outside aid in eligibility for federal, state and college programs.

OFFICIAL AWARD LETTER:

Need-based aid applicants who have submitted all required documents by our published deadline will receive their official award letters by the first week in July. This mailing will also include instructions on federal loan processing requirements.

OTHER INFORMATION:

Tuition Insurance:

- Tuition Insurance is available through Dewar Insurance Co. Please visit their website at www.tuitionrefundplan.com if you are interested in this option.

Please feel free to email us at sfs@smith.edu with questions about any of this information. When emailing this office, please include your name and Smith ID. You may also contact us by phone at (413) 585-2530. However, due to the large volume of calls, there may be an extended waiting period. We'll do our best to respond as promptly as possible. Have a wonderful summer!

Smith College
Student Financial Services
Northampton, MA 01063