A Guide to Paying your Trinity College Bill

http://www.trincoll.edu/Admissions/finaid/SA/Pages/default.aspx

General Information
Trinity College will issue an electronic billing statement in November for the Spring term. Payment for the term must be made in full by the due date unless an authorized monthly payment plan has been established. Subsequent monthly E-bills will be issued for incidental charges or any remaining balance not paid by the due date.

Accessing your student account information and E-Bill (STUDENT ACCESS ONLY):
http://tconline.trincoll.edu, Login using your Trinity College issued user ID and password. Go to Self Service/Student Center/Finance/link to TrinBillPay.

Authorized Payer access to TrinBillPay:
Parent(s) or other person who have been authorized by student to view their account and pay using TrinBillPay system: https://quikpayasp.com/trincoll/student_accounts/authorized.do

Providing Parent/Third Party Access to your Student Account
A parent or any other person must be established as an “authorized payer” to view your E-bill or make payments. All authorized payers and students will receive notices when an E-bill is available to view and make a payment. Failure to view your E-bill and pay by the published due date may result in late fees if payment is not received. Be sure to check your Trinity College email account regularly and watch for billing notices. Once the student has set up an authorized payer on their account, authorized payers can access the system directly by browsing to https://quikpayasp.com/trincoll/student_accounts/authorized.do

Understanding your Bill
The amount due on your E-bill is the difference between billed charges for tuition, fees, room, and meal plans less any disbursed financial aid funds and/or anticipated financial aid (not yet disbursed) or payments credited on the bill. A description of mandatory fees can be found on the Student Accounts webpage.
http://www.trincoll.edu/Admissions/finaid/SA/accounts/Pages/Description.aspx
To view statement history for prior monthly bills, log into TrinBillPay system and click on View Account/Statement History. Click on the detail icon for each statement to view the details on that invoice.

Payments
Trinity College TrinBillPay system accepts electronic payments (ACH) with funds drawn on U.S. banks and credit card payments using Mastercard, American Express, or Discover (VISA is NOT accepted). A 2.75% service fee will be assessed for credit card payments. An authorized monthly payment plan through TrinBillPay may be set up (see details below).
Other acceptable forms of payment include:
- Cashier check, personal check, or money order made payable to “Trustees of Trinity College” and mailed to Trinity College Student Accounts Office, 300 Summit Street, Hartford, CT 06106. Payment must arrive before due date to avoid a late fee; please allow five business days for mailing.
- In person, cash, check, or money order payment in the Student Accounts Office located in Trinity Commons Building, 240 New Britain Avenue, Room 111. Office hours are weekdays from 8:30 a.m. – 4:30 p.m. (June through August, Summer hours are 8:00 a.m. to 4:15 p.m except Fridays which are 8:00 a.m. to 1:15 p.m.)
- Wire transfer payments can be made following the instructions on the Student Accounts webpage:
http://www.trincoll.edu/Admissions/finaid/SA/accounts/Pages/Methods.aspx

Monthly Payment Plan
A student or family member may enroll in a monthly payment plan offering five monthly payments to pay the amount due for each term. Enrollment for the 2011 Spring term five payment plan will be available starting November 1st. Deadline to enroll for a Spring monthly payment plan is 12/21/2011, but enrollment after the payment due date of
Late Fees
A late payment fee of $100 may be assessed each month if charges billed for the term remain unpaid, not covered by approved financial aid funds, or no approved payment plan is on file by the due date.

Financial Aid and Anticipated Financial Aid credits
If financial aid funds have been awarded but are not yet disbursed, check your financial aid status at http://FAstatus.trincoll.edu and follow up on any missing information required by the Financial Aid Office. It is the student’s obligation to complete the required process and submit all documents to the Financial Aid Office by the deadlines to ensure timely credit of funds to their account. If financial aid is listed as “Anticipated Financial Aid,” please view your financial aid status at the following website. https://fastatus2.trincoll.edu/NetPartnerStudent/logon.aspx?ReturnUrl=%2fnetpartnerstudent%2fPgHome.aspx
Students are responsible for payment of any balance due on their account if anticipated financial aid is not disbursed.

Financial Delinquencies
If your student account is delinquent during a current term, you may not be allowed to advance registration for a future term, participate in the housing lottery, or have access to transcripts or grades. Students may be administratively withdrawn from Trinity College if financial delinquency remains unresolved. All financial obligations must be settled in full before a transcript or diploma is released.

Refunds
Undergraduate full-time students who officially withdraw by notifying the Registrar’s Office after start of classes will be granted a prorated refund of tuition and fees less an administrative fee of $100. Failure to attend classes does not constitute withdrawal from the College and students are financially responsible for the cost of their enrollment until withdrawal. The pro-rate refund will be calculated as follows:
- Withdrawal during first and second week of classes: 80% refund
- Withdrawal during third week of classes: 60% refund
- Withdrawal during fourth week of classes: 40% refund
- Withdrawal during fifth week of classes: 20% refund
- Withdrawal after fifth week of classes: 0% refund
The date of withdrawal is the date the student notifies the Registrar’s Office in writing. Please refer to the Student Handbook for all College Financial Regulations, including the refund policy. The Student Handbook is published on line http://www.trincoll.edu/StudentLife/Help/DeanOfStudents/