Billing Information – Distance Education courses

This information appears in PASS on the Student Center Account Summary page.

- If you are in the Study Abroad, Collaborative Engineering, or Master of Science in Adult Education program, you are considered an on-campus student for billing purposes. Please read the billing information for campus courses.

PAYMENT

- To make an electronic payment by credit card or e-check, go to your Account Summary and click Make a Payment.

- UW-Platteville charges $20.00 for all checks returned or denied by the bank for any reason. Be sure to use the correct bank routing and account numbers for electronic check transactions to avoid this charge. You will not be allowed to register for a new term until all fees from the prior term have been paid.

- To pay by mail, send a check made payable to “UW-Platteville” and a copy of your Term Invoice (see link in your Account Summary) to the address listed on the invoice.

- You will be dropped from your course if we have not received payment or confirmation of financial aid or other payment methods by the registration deadline. See the Drop/Refund Policy.

- It is your responsibility to keep your billing and e-mail address current. If you add classes or change your schedule, check your account balance online. Failure to receive a bill does not excuse you from the payment deadlines and penalties.

- Students are responsible for all costs associated with past due amounts that are referred to a collection agency including, but not limited to, attorney fees and collection agency fees. Accounts sent to a collection agency are also sent to the credit bureaus.

DROP/REFUND

- Before you drop a course, consider the impact it will have on your academic progress, financial aid, veterans’ benefits, and your refund. After the last day to make payment, you must contact your advisor to drop a course.

- If you receive any type of federal financial aid (including Stafford loans and/or PLUS loans) and then withdraw from the university or reduce your credit load, your financial aid eligibility will be re-calculated. A
percentage of the aid may be considered unearned and may have to be returned to the funding source and you will be billed for that amount.

- Please review the Drop/Refund Policy. You signed this agreement as part of the registration process.