



**SAN DIEGO STATE
UNIVERSITY**

Student Account Services

Information Booklet

STUDENT ACCOUNT SERVICES



SERVICES PROVIDED

**Online
Services**

www.sdsu.edu/sas

- ◆ Complete your Exit Interview (I.E. Perkins Loans or Direct Loans)
- ◆ Download and Pay your eBill
- ◆ Enroll in the Registration Fee Installment Plan
- ◆ Pay Counseling Fees
- ◆ Pay your Parking Citation
- ◆ Payment of Registration/Tuition Fees
- ◆ Payment by eCheck or Credit Card
- ◆ Purchase Parking Permits
- ◆ Purchase Photo ID (or replacement ID)
- ◆ Setup Parent/Authorized User Accounts
- ◆ Sign up for Direct Deposit (eRefund)
- ◆ View your 1098-T (and change delivery option)
- ◆ View your Transactions (I.E. payments, refunds, fees, etc)
- ◆ And many more services available.....

**Online
Info
Available**

www.sdsu.edu/sas

- ◆ Access to How-To Tutorials
- ◆ Access to Frequently Asked Questions (FAQ'S)
- ◆ Access to Important Forms
- ◆ Online Billing Calendar
- ◆ Complete List of Fees (parking, registration, etc)
- ◆ Concise Information on Policies and Procedures
- ◆ And much more....



You can access helpful “How to” tutorials on our website by accessing the on-line help desk link on our web page. We have useful tutorials from how to pay/view your eBill to setting up a parent/ authorized user account.

**Important
Info**

Important Information about Registration Fees

You will not receive a bill for your registration fees/tuition/parking.

If you don't have a financial aid fee postponement, you may pay online or by mail. Refer to your “My Registration Page” on the WebPortal for your payment due date and fee coupon for payment by mail. Online payments can be made via our website at www.sdsu.edu/sas. Registration fees should be paid a few weeks before you register for classes. If you haven't paid your fees and you need to register, the fastest way to get your fees paid is by using our online fee payment option.

www.sdsu.edu/sas

TIP

Many of the common questions can be answered by visiting the “Money Matters” section of our website. Simply go to www.sdsu.edu/sas and click on the “Money Matters” link.

In-person Services

- ◆ Apply for Short Term Loans (Download your application at www.sdsu.edu/sas and click on the “Forms” link)
- ◆ Pickup your Short Term Loan Check
- ◆ Cancellation or Reduction of your Perkins Loan
- ◆ Cancellation or Reduction of your Direct Loan*
- ◆ Cancellation or Reduction of your Parent Loan*
- ◆ Stop Payment Request on your Fee Refund
- ◆ Payment of Course Forgiveness fee (requires Department approval)
- ◆ Payment of Late Add & Drop fees (requires Department approval)
- ◆ Payment of Late Withdrawal fees (requires Department approval)
- ◆ Assist students with Student Account Questions
- ◆ Perkins Deferments (In-School, Graduate Fellowship, Economic Hardship, Military Service, etc)

*Loans may only be cancelled or reduced within 14 days of when you are notified of the check disbursement.

TIP

Some forms are available online and can be filled out prior to coming into our office. Go to www.sdsu.edu/sas and click on the “Forms” link to see what forms are available.

COMMON QUESTIONS

“Since I pay my sons/daughters bills, does this mean I have access to their financial information?”

No. Due to federal privacy laws (FERPA) we are unable to discuss specific information regarding a student’s account unless the student files an authorization form (in-person) to allow us to disclose the information.



“Does Student Account Services bill me for fees after I register for classes?”

No. Registration fees are due in full prior to your registration date. An email notification is sent by Enrollment Services in May and November for students to check their registration information (including payment deadlines) on their Web Portal account.



“Does Student Account Services replace lost or stolen parking permits.”

No. SAS does not replace lost or stolen parking permits. If you lose your permit, you must purchase a new one.



“Do I get a full refund of my Registration Fees if I drop all my classes?”

Depends. In order to receive a full refund of Registration Fees, classes must be dropped prior to the first day of classes. Once classes begin, refunds are prorated based on the date they were dropped.

“Does Student Account Services accept VISA for Registration Fees and Tuition if you come to the office in person to pay?”

No. SAS does not accept credit cards for payment of Registration and Tuition Fees in person or through the mail.



“Does everyone get their financial aid before the first day of class?”

Depends. Disbursement of financial aid and scholarships begins during the week before classes start. During that week, we start disbursing aid to students. Financial Aid refunds (including loans and scholarships) are disbursed by Direct Deposit into your bank account. You can sign up for Direct Deposit on our web site at www.sdsu.edu/sas. Parent loan checks are mailed to the parent who applied for the loan. If your funds are not available the first week, your direct deposit will be processed as the funds become available.



“If I drop units after receiving financial aid, I still get to keep the money , right?”

No. You may have to immediately return some or all of the financial aid, depending on the date you drop, and the type of aid you received.



Please visit our website at www.sdsu.edu/sas for a complete list of commonly asked questions. Also, our website contains information on money management, deferments, cancellations, exit interviews, etc....

CONTACT US

Student Account Services
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San Diego, CA 92182-7425
E-mail: studentaccounts@sdsu.edu
(619) 594-5253

If mailing payments:
Student Account Services
5500 Campanile Drive
San Diego, CA 92182-7426

Hours of Operation
M-F
9:00am - 3:30pm



Office of Financial Aid and
Scholarships
Student Services Building
Room 3605, (619) 594-6323
www.sdsu.edu/financialaid
Email: fao@mail.sdsu.edu



Office of the Registrar
Student Services West
Room 1641, (619) 594-6871
www.sdsu.edu/registrar
www.sdsu.edu/webportal
Email: registrar@sdsu.edu



Office of Housing
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6050 Montezuma Road
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www.sdsu.edu/housing

