

Student Responsibility

- Grant Access to Others: *students have the ability to designate parents and others; a total of 3 Authorized Users; access to view and pay the student financial account.*
- Complete Student Financial Agreement
- Understand the Estimated Charges
- Become familiar with the Student Account portal: **Current Account Summary & Statement of Account** (most up to date information), **View EZ Bill** (account information at a point in time)
- EZ Bill is emailed to students TCU email and all authorized users. Look at your bill each month to confirm no additional charges are due.
- Minimum payments due on the 1st of each month starting Aug. 1st (Fall) and Jan. 1st (Spring)
- Pay in Full or Payment Plan Option
 - Option 1 – Pay in Full
 - 20% paid by Aug. 1st (Fall) and Jan. 1st (Spring)
 - Balance paid by Sept. 1st (Fall) and Feb. 1st (Spring)
 - Option 2 – Payment Plan \$100 enrollment fee per semester
 - Automatically enrolled if balance is not paid in full by Sept 1st (Fall) and Feb 1st (Spring)
- Payment Options: in office- Cash (*exact change*) or check, student portal, authorized user portal, online at tcu.edu, USPS, Courier Service
- Payments from Third-Parties: email thirdparty@tcu.edu with your name, TCU ID number and agency information
- Frequently check the holds on your account
- Dewar Tuition Insurance: automatically enrolls students, **deadline to opt out is the 1st day of class each semester.** Please see the link below to obtain information on the plan <https://finance.tcu.edu/accounting-financial-services/student-financial-services/index.php#accd23e111-dewar-tuition-refund-plan>
- Student Health Insurance: Undergraduate students enrolled for 9 hours or more are automatically enrolled and **must submit a valid waiver annually** to opt out at <https://haylor.com/college/tcu/>

Please see the links for deadline dates and additional information. <https://healthcenter.tcu.edu/insurance/>
- Complete all Financial Aid steps for loans and scholarships. Any questions, contact Financial Aid finaid@tcu.edu 817-257-7858

Parent Responsibility

- Granted Access email: *follow steps to log into Authorized User portal (Student must setup Authorized User access)*
- Obtain your Authorized User pin number in the Authorized User Access tile in your portal
 - Put Student's ID # and your pin # in the notes in your phone (*both of these are required to obtain details on the student's account*)
- Become familiar with the Student Account portal: **Current Account Summary & Statement of Account** (most up to date information), **View EZ Bill** (account information at a point in time)
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- Student Health Insurance: Undergraduate students enrolled for 9 hours or more are automatically enrolled and **must submit a valid waiver annually during Fall semester** to opt out at <https://haylor.com/college/tcu/>

Please see the links for deadline dates and additional information. <https://healthcenter.tcu.edu/insurance/>