**Office of the Bursar’s Newsletter**

**ITS ALMOST TIME FOR FALL BILLS!**

Your Fall 2020 Bursar statement will be mailed on **July 23, 2020**. Please remember that payment of Tuition, Fees & Housing bills should be made prior to the due date of **August 3, 2020** to ensure timely recording of payment. Please follow the directions below to access your online billing statement:

- From http://www.molloy.edu
- Go to My Molloy tab
- At the bottom right of page click (LION’S DEN)
- Enter your Molloy College User Name and Password - Click on MY FINANCES tab
- Click on Course and Fee Statement
- Select View my Course and Fee Statement
- Go back to My FINANCES tab
- Under the PAY USING CASHNET section
- Click Go to CASHNET (secure gateway)

*When remitting payment by mail, please ensure that you include your Molloy student ID# on your payment.

**FERPA PERMISSION WAIVER**

Who Can We Talk To?

In standing with the Family Education Rights and Privacy Act (FERPA), the Bursar’s Office is only able to disclose account information to the student. To authorize access to other individuals, a Permission Release Form must be completed by the student only. Forms may be downloaded from the Lion’s Den, or may be obtained from the Bursar’s Office.

**ONLINE PAYMENT ACCESS GATEWAY!**

Paying your tuition bill is easy!! Don’t stand in line, pay online at: https://lionsden.molloy.edu/ics

**FEDERAL DIRECT LOAN PROGRAM (DL)**

For more information see: www.studentloans.gov

**PAYING FOR YOUR EDUCATION MADE EASIER!**

Cashnet offers you the opportunity to set up a monthly payment plan to pay for your educational expenses.

- From http://www.molloy.edu
- Go to the My Finances Tab
- Go to CASHNET
- View Payment Plan Options
- Select your payment plan and "Enroll in Plan"

**ONLINE STUDENT MEDICAL INSURANCE PLAN WAIVERS:** Starting July 16, 2020 online Student Medical Insurance Plan waivers may be accessed through the Lions Den by clicking on the MY MOLLOY tab. FORMS MUST BE SUBMITTED ONLINE BY **October 1, 2020**. A student may waive the insurance only if he/she provides proof of other coverage. By submitting an insurance waiver form you certify that all information entered is accurate to the best of your knowledge.

**What is Molloy’s Refund Policy?**

When a student withdraws from a course, by filing a written formal withdrawal notice with the Registrar’s Office, a tuition/housing refund is given according to the following schedule:

- Before the beginning/first day of the semester - September 8th...............100%
- Within the first week - ending September 14th....................................100%
- Within the second week - ending September 21st.................................75%
- Within the third week - ending September 28th......................................50%
- After the third week - ending September 28th.................................NO REFUND

All fees and deposits are non-refundable

Updated 2/26/2020