What is happening?

The due date to submit your payment or Promissory Note to become Fees Arranged for Spring 2017 term without a late fee is April 24, 2017. If there is a balance on your account prior to the due date, the due date applies.

If you are not Fees Arranged by June 30, you will be withdrawn from your program.

Note: OVGS, IVGS and grad students on a co-op work term do not need to attain Fees Arranged status.

What does this mean to me?

To view your bill for Spring 2017, log in to Quest, go to Student Center, then click Finances>Account Inquiry. Please note: for some programs, tuition may not be calculated until you enroll in courses.

There are two ways to become Fees Arranged:

- **Payment in full** - bank payment, Western Union Global Pay for Students or a certified cheque, money order or bank draft originating from a Canadian or US bank.
- **Promissory Note** - if you want to deduct approved financial aid (including funding from uWaterloo) and only pay the remaining balance, you must submit the Promissory Note. Follow the step-by-step instructions. The Promissory Note will be available beginning noon on Thursday, March 30.

Remember! You can use your Aeroplan miles or TD Travel Rewards points to pay tuition.

If you do not submit the Promissory Note to become Fees Arranged, your financial aid will not be deducted from your balance owing. This includes your scholarships, bursaries, awards, and GRS funding. Also, your government student loan and grant funding will not be sent to you unless you are "Fees Arranged" for the term.

**OSAP Students:**

DO NOT SUBMIT AN OSAP ESTIMATE WITH YOUR PROMISSORY NOTE.

Winter OSAP amounts will be posted to student Quest accounts under 'Anticipated Aid' on an ongoing basis over the next several weeks. As an alternative, you can use a
screenshot of your funding summary page from your OSAP account showing an approved OSAP assessment to submit the Promissory Note.

Student Awards & Financial Aid recommends that you apply early for OSAP and allow up to 4 weeks processing time for supporting documentation.

Remember:

- If you are submitting a Promissory Note to become Fees Arranged, DO NOT SUBMIT YOUR OFFER LETTER as proof of funding. If your funding from uWaterloo is not displayed as Anticipated Aid on Quest already, please contact your department for a pdf document outlining in detail your funding for the term.
- If you don't have proof of funding by the due date, you have two options:
  o Pay your fees in full by the due date to avoid late fees; you may wish to ask friends and family to help you out temporarily.
  o Submit your Promissory Note once you have acceptable proof of financial aid or payment of the remaining balance; if this is after the due date, a late fee will be charged to your account.

What if I have questions?

Please do not reply to this email. You can contact us at sfs@uwaterloo.ca or find helpful information on the Finance - Student Financial Services website.