

Helpful Information from the Bursar's Office at Roger Williams University

Student Account Center (SAC), administered by our provider Nelnet Campus Commerce, is your one-stop for billing and payment. You can view statements, make payment, and enroll in an optional semester monthly payment plan. Students will need to grant access to parents and other users.

To make an inquiry about your statement:

1. Contact the Bursar's Office at (401) 254-3520 or bursar@rwu.edu
 - ✓ The student's ID number is required for inquiries

To view your account activity, statements or make an online payment via SAC (with an SAC login):

1. Log into your SAC account at rwu.afford.com
2. If you are a student, select *Login with School Credentials*
3. If you are a parent/authorized user, select *Login with Student Account Center Credentials*

To make an online payment or enroll in a payment plan via Nelnet (without an SAC login):

1. Go to rwu.afford.com
2. Select *Make a Payment, Make a One-Time Payment* and follow the prompts
3. Or, Select *Enroll in a New Payment Plan* to contract for the fall 2019 semester
 - ✓ The student's ID number is required when making a payment or enrolling

To make a payment or pay plan inquiry over the phone:

1. Call Nelnet at (800) 349-0208
 - ✓ The student's ID number is required when making a payment

To mail scholarship or loan checks:

1. Attn: Bursar's Office/RWU/One Old Ferry Road, Bristol, RI 02809
 - ✓ The student's ID number is required in the memo section of the check

***** Payment Due Dates: Fall Semester is due July 1 and Spring Semester is due January 2 *****

- Statement notifications are sent via email (SAC) once a month. RWU does not mail paper statements.
- Full-time day students must be registered for at least 12 credits to be billed full-time, flat rate charges (12-19 credits). Credits over 19 are billed an additional per credit rate.
- Work study awards are not deducted from your bill (direct cost) since they are earned and paid throughout the academic year.
- Fall payment plans begin July 1 and spring plans begin December 1 —semester plans are for 5 months.
- Families using the payment plan will receive a Nelnet payment plan statement in addition to an RWU account statement. Payment plan balances are listed on the RWU statements as pending credits. If your RWU statement is showing a balance due, your Nelnet payment plan may need to be adjusted.
- **Waive RWU Health Insurance NOW!** All full-time undergraduate students and all international students are required to participate in our university health insurance plan or provide proof of a comparable plan. To waive the university's plan, submit proof of adequate coverage at www.rwu.edu/go/insurance. **Fall waivers are due no later than August 15.**

Bursar's Office Contact Information:

Phone: (401) 254-3520 Email: bursar@rwu.edu

Summer Hours: Mon – Fri 8:30 to 4:30 Regular Hours: Mon – Thu 8:30 to 5:00 & Fri 8:30 to 4:30