STUDENT FINANCIAL SERVICES

Financial Assistance, Office of the Bursar and Student loans comprise Bradley’s Student Financial Services (SFS) a one-stop experience for billing and bill payments, financial aid and scholarships, and student and parent borrowing.

Please call the Bursar's office for all payment and billing questions.

MySFS Login

BU ID
BU ID#
6 digit number

SFS PIN
SFS PIN
Last 5 digits of SSN

SIGN IN
What We Will Cover

• View Your Bill
• Confirming Enrollment
• Pay Your Bill
• Payment Options
• Parent Access
Viewing your Bill

– Bills are viewed on MyBradley.Bradley.edu
  ❖ Under Financial Services
    ✓ Click Current Balances

– Students are sent a notice to their Bradley e-mail account when bills are available for viewing

– Parents are only notified if the student has added their email address on MyBradley in the “Personal Info” section

– E-mails will come from stufees@bradley.edu

– **Check your e-mail daily!**
In the box above you will be able to see the course fees & surcharges for each class and the total will be reflected in the Statement Details section of the bill.
Confirming Your Enrollment

• Also referred to as “Claiming your Classes”
• If you do not confirm your enrollment, you will be dropped from ALL classes
• This must be done for EVERY period of enrollment
• Confirms your plans to attend each semester

How to confirm enrollment (must complete one of the following)

1. Make full payment or enroll in payment plan by first deadline
2. Indicate refund preference online at MyBradley.Bradley.edu
3. Confirm zero balance on MyBradley.Bradley.edu
mybradley.bradley.edu
Financial Services

Financial Assistance, Student Fees/Billing and student loans comprise Student Financial Services (SFS). The Student Fees department within Bradley's Controller's Office manages the University's student billing and payment processes. The Financial Assistance Office assists the Bradley student in navigating the financial aid process that includes student borrowing.

- 1098T 2022 Notice
- Current Balances
- Statement History
- Confirming Enrollment / Claiming Classes
- Accepted Forms of Payments
- Billing Information
- Payment Options
- Third Party Access
- Payments from Outside Organizations
- How to Contact Student Financial Services
- 1098T Information
Financial Services

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1098T 2022 Notice

Current Balances

If you have a credit balance, please click Initiate Refund to claim your classes for the term. You will then sign up for eRefund and enter your banking information to have your refund sent to you via direct deposit after the term begins.

<table>
<thead>
<tr>
<th>Min. Due</th>
<th>Total Due</th>
<th>Claimed</th>
<th>Withdraw</th>
<th>Action</th>
</tr>
</thead>
<tbody>
<tr>
<td>Summer Study Abroad 2023</td>
<td>0.00</td>
<td>-50.00</td>
<td>Y</td>
<td>N</td>
</tr>
<tr>
<td>Spring Semester 2023</td>
<td>3,397.27</td>
<td>10,191.80</td>
<td>Y</td>
<td>N</td>
</tr>
</tbody>
</table>

Verify Banking Info or Sign up for Direct Deposit Refunds

Statement History

- Confirming Enrollment / Claiming Classes
- Accepted Forms of Payments
- Billing Information

one not both
Making Payments

• Credit Card – pay online at MyBradley.Bradley.edu
  ▪ Credit Cards Accepted – VISA, MasterCard, Discover and American Express
  ▪ 2.85% service fee for domestic credit or debit card payments of tuition, fees, room and board
  ▪ Minimum $3 service fee for transactions of at least $20 and less than $106

• Bank Account – pay online at MyBradley.Bradley.edu.
  ▪ There is a $.50 service charge to pay by ACH

• Mail in a check

• Bring in a check or cash to Cashier’s Window in Swords Hall (10 a.m. – 2 p.m. Monday through Friday)

• **Credit Card payments can only be made online**
Pay in Full
Option 1

• Each Semester pay the balance in full
  ➢ Fall Semester due August 9, 2023
  ➢ Spring Semester due January 3, 2024
  ➢ Summer Term due May 1, 2024
Deferred Payment Plan (DPP)  
Option 2  
• Must enroll through MyBradley.Bradley.edu ($30 enrollment fee) each term  
• 5 online payments per semester at MyBradley.Bradley.edu  
• First Fall Payment due August 9, 2023  
• First payment is a minimum of 20% of current balance owed for semester  
• Remaining balance owed as of first day of the term is subject to a one-time 4% deferment charge  
  ▪ Students must accept the change once the fee is added so it will be spread out over the additional installments  
• Balance paid in four additional installments per semester  
• Must be paid through the website to avoid late fees from Transact
Transact – Payment Plan Enrollment

Overview

Balance $5,750.28

Summary
- May 2023 Interim (May Interim 2023) $2,970.00
- Spring 2023 (Spring Semester 2023) $2,780.28
- Balance $5,750.28

Payment plans

Need to enroll in a payment plan?
Enrolling in a payment plan takes just a few minutes and can help you spread out payments on your education expenses.

Click Here!! View payment plan options Click Here!!

Do NOT Click Here Make Payment
Transact – Payment Plan Enrollment

- After clicking “View Payment Plan Options” a pop up will appear
- Please review the details of the pop up
- 5 payments per semester
- $30 Enrollment fee
  - ** IMPORTANT ** – if you do not see the $30 fee you are in the wrong place and you are NOT enrolling in the plan

1. Click “Enroll in plan”
2. Read the eSignature disclosure and click “Accept”
   - Type your name to sign
3. Click “Continue”
Transact – Payment Plan Enrollment

Verify and click “Continue”
Transact – Payment Plan Enrollment

Select your preferred form of payment

- 2.85% fee
- $0.50 fee

Not all are Available
- New credit or debit card
- New bank account
- New 529 Savings Plan
- International payment

Paid through Flywire

** Debit card # is not the same as account #

After Selecting, click “Continue”
Transact – Initiate Refund

• Enroll your bank account for Direct Deposit

Click “My Account”
Transact – Initiate Refund

1. Click “Sign up”
2. Check “I agree” to the terms
3. Type your Student ID # to sign the agreement
4. Click “Continue”
Transact – Initiate Refund

• Use the same information you use to get your direct deposit from work.
• If you have a question on what information you need to enter to successfully receive your money, please contact your bank.
• Debit card # is not the same as account #

• Once you have verified everything is correct, click “Continue”
• The next page will allow you to review your information before submitting
• Please review this carefully to avoid potential delay to your refund
Parent/Guest Access

Students must give parents or other third parties access to view and pay bills. This is done by the student at MyBradley.Bradley.edu

- Once logged in to MyBradley, go to Financial Services on the left and click on Current Balances.
- Click on Make Payment, which will appear in blue to the right to go to the TransAct website.
- After logging in to Transact, click on My Account located in the menu on the left and scroll down to “Payers” where you will click on “Send a payer invitation” (menu on right will appear)
- In order for parents to receive an e-mail when bills are available online, STUDENTS need to add parent’s e-mail address(es) in MyBradley under the Personal Info section
- Students need to provide a signed authorization to release information in order for Bradley to discuss their account with anybody else, as required by FERPA
College Savings Plans

• For families using College IL, you need to send an email every semester that you plan to use those funds and our office will then manually claim the student’s classes. We will then send out an email after the payment has been received to notify you that there is a new billing statement so you can pay the balance.

• For other 529 plans, the payment is due by the claiming date for each semester. Please give yourselves enough time to process the request with your plan holder, on average 7-10 days.
External Scholarships

• If you are receiving a scholarship from an organization outside of Bradley, it may come directly made out to you. In that case, you can use that funding for your educational expenses as you see fit.

• If the check is instead sent to Bradley University, it will be applied to your student billing account.

• Sometimes the check is made out to both the student and the school. In that case, we will need you to endorse the check before it can be applied to your account. We will notify you if it is sent to the school. If the check is sent to you, then you will need to bring it to our office for processing.

• External scholarships are considered part of your financial assistance package and will not be credited as payment for confirming enrollment.
Review

Determine the Best Payment Plan for Your Family

Students – Check Your Bradley Email Every Day

Confirm Your Enrollment by the Deadline – August 9th

Enter Parent Email on MyBradley, add them as an Authorized Payer on Transact & Complete the Release of Information
EDUCATIONAL BORROWING

Families have many opportunities to manage educational costs through long-term borrowing. Federal student loans are the best option, offering low cost and postponement of repayment until the student graduates. You must be enrolled at least half-time (six hours undergraduate, four hours graduate) to be eligible. Parent PLUS is one federal option that offers reasonable rates and attractive repayment terms.

With private loans, interest typically accrues immediately and fluctuates with market rates. Unlike federal loans, most undergraduate private loan borrowers will need a cosigner. Overall, federal loan programs are less expensive than private loans and should be considered first when developing your cost management plan.

PRIVATE LOANS
Private loans should not be a first choice since interest typically begins accruing immediately and fluctuates with market rates.

STUDENT LOANS
Federal loans, available to both undergraduate and graduate students, are either subsidized (interest-free before repayment begins) or unsubsidized (interest begins accruing upon loan disbursement).

PLUS LOANS FOR UNDERGRADUATE STUDENTS
PLUS is a federal borrowing opportunity for parents of undergraduate students enrolled in at least six (6) credit hours.
Managing The Cost
Federal Student Loans:

• Awarded based on completing the FAFSA.
• Must be done each school year and the application for the 2023-24 academic year opened October 1, 2022.

Loan Amount:
• For Freshmen: $5,500
• After Origination Fees = $5,441
• May be subsidized or unsubsidized
  • Depends on FAFSA and other financial aid

* Origination fee of 1.057% is deducted by the federal government when the loan is disbursed
Managing The Cost
Federal PLUS Loans:

• Parent applies online at StudentAid.gov after June 1st
• Approval is based on credit and a FAFSA must be filed.
• New application must be filed each academic year.

Loan Amount:
• Approved Loan Amount: $10,000 PLUS
• After Origination Fees = $9,577

* Origination fee of 4.228% is deducted by the federal government when the loan is disbursed
Managing The Cost

Additional Details

Students & Parents (depending on loan) **MUST** complete Entrance Counseling & sign a Master Promissory Note before loans can be disbursed.

Interest Rates for Direct Loans first disbursed on or after July 1, 2023, and before July 1, 2024:

- Unsubsidized Loan = 5.5%
- Subsidized Loan = 5.5% (interest does not accrue while in school)
- Parent PLUS Loan = 8.05%

Loan Repayment:

- Direct student loans generally enter repayment six months after graduation (as eligible)
- PLUS loans begin repayment after the loan is fully disbursed – February 2024 in most cases (deferment options are available)
Managing The Cost
Cost of Attendance:

Federal guidelines limit the amount that you can borrow and require all schools to submit the cost of attendance.

Example:
• Bradley certifies amount based on cost of attendance minus financial assistance
  $47,000  Cost of Attendance
  - $20,000  Financial Assistance
  $27,000  PLUS loan eligibility
PRIVATE LOANS

Private student loans should be considered “last resort” opportunities. You should utilize all other financing options before applying for a private product. Remember, federal student loan programs are less expensive than private loans and should be considered first. Private loan interest typically begins accruing immediately and fluctuates with market rates. Undergraduate private loan borrowers will be required to have a cosigner.

The lender, not Bradley, determines eligibility for a private loan. However, the university is required to certify your enrollment and calculate the amount you can borrow. Total loan amount is limited to cost of education minus financial assistance. Proceeds from these loans are disbursed through Bradley.

The university does not endorse or recommend any specific private loan products.

Before deciding on a lender, here are some questions you need to ask:

- How soon will I enter repayment? Are interest-only payments required during enrollment?
- How often is the interest capitalized? (Capitalization is when accrued interest is added to the principal balance. The frequency of capitalization will increase the total loan.)

- Bradley certifies the amount borrowed like the PLUS loan
- Interest rates vary depending on the lender
- You should RESEARCH & COMPARE private lenders
Who to Contact with Questions

Student Financial Services
Swords Hall, Room 100
1501 West Bradley Avenue
Peoria, IL  61625

Walk-in hours: 9 am - 4 pm (M-F)

E-mail:
Bursar’s Office: stufees@bradley.edu
Financial Assistance: bufinaid@bradley.edu
QuickCard Office: quickcardhelp@bradley.edu

QuickCard Office
Swords Hall, Room 103
1501 West Bradley Avenue
Peoria, IL  61625

Telephone:
Student Fees: 309-677-3388
Financial Assistance: 309-677-3089
Quickcard: 309-677-3463

Fax:
Student Fees:  309-677-4062
Financial Assistance:  309-677-2798

bradley.edu/offices/student/sfs/