

**STUDENT FINANCIAL SERVICES FACT SHEET**

<b><i>SEMESTER PAYMENT DUE DATES:</i></b>		
Fall Day Undergraduate	Balance in full	August 2 <sup>nd</sup>
Fall Graduate/Full Time and All Part Time Students	Balance in full	First day of classes for the semester
Fall Semester	Payment plan	August – November: <b>15<sup>th</sup></b> of the month
Spring Day Undergraduate	Balance in full	January 2 <sup>nd</sup> *
Spring Graduate/Full Time and All Part Time Students	Balance in full	First day of classes for the semester
Spring Semester	Payment plan	December – March: <b>15<sup>th</sup></b> of the month
*If the due date falls on a weekend or holiday, the actual due date is the following business day.		
<b>NOTE:</b> Charges posted after the due date must be paid in full upon generation of the billing statement.		
Winter Session All Students	Balance in full	No later than the first day of classes
Summer Session 1 Undergraduate	Balance in full	May 31 <sup>st</sup> *
Summer Session 2 Undergraduate	Balance in full	July 12 <sup>th</sup> *
Summer Semester Graduate	Balance in full	May 31 <sup>st</sup> *
Summer Semester All Students	Payment plan	May-June <b>15<sup>th</sup></b> of the month
<b><i>PAST DUE HOLDS:</i></b>		
A past due hold is placed on unresolved balances after the due date. The hold will prevent, changes to the course schedule, registration for future semesters, participation in senior week activities, participation in the graduation ceremony and the release of a diploma and/or transcript.		
<b><i>LATE FEES:</i></b>		
Past due accounts are subject to a \$100 late payment fee. Past due installments on the payment plan are subject to a \$20 late payment fee.		
<b><i>CONTACT INFORMATION:</i></b>		
<b>Phone #: 781-891-2162</b>		<b>Fax #: 781-891-3159</b>
<b>Location: Rauch 132</b>		<b>Email: GA_SFS@Bentley.edu</b>

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