**Student Health Insurance**

Health Insurance is Required for all Students

Students must either enroll or decline the Carleton sponsored accident and sickness policy.

Students **not** covered by a current policy are required to enroll. Students covered by their parents or another current policy are required to decline if they do not want to purchase this policy.

To enroll or decline; visit the student insurance website between June 9, 2014 and August 15, 2014 or the NON-REFUNDABLE premium of $1028.00 will be added to your fall term student account.

Additional coverage for student athletes is also available.

**Collegiate Insurance Resources**

(800) 322-9901
www.cirstudenthealth.com/carleton

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**Tuition Insurance**

Students will receive a Tuition Refund Plan offer from A.W.G. Dewar, Inc. in July. This plan provides insurance for tuition and fees.

A.W.G. Dewar, Inc
(617)-774-1555
www.collegerefund.com

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**Reimbursement Bank Account**

Periodically students will be eligible to receive a payment from the College (student account refund, prize, award, etc.). All payments to students are made electronically to the US domestic bank account on record.

**How to set up a Direct Deposit Bank Account (Non-Payroll)**

1. Log onto The Hub via Internet Explorer
2. Under Financial Information, click on Direct Deposit Bank Account (Non-Payroll)
3. Enter the domestic bank account number and routing number

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**Student Payroll Contact Information:**

Jennifer Paulson  
Leighton Hall 117  
(507) 222-4283  
jpaulson@carleton.edu

Shari Mayer  
Leighton Hall 115  
(507) 222-4022  
smayer@carleton.edu

**International Students**

For questions regarding U.S. tax requirements and Glacier software support, please contact:

Shari Mayer  
Leighton Hall 115  
(507) 222-4022  
smayer@carleton.edu

Jennifer Paulson  
Leighton Hall 117  
(507) 222-4283  
jpaulson@carleton.edu
Comprehensive Fee 2014-2015

Students and parents/guardians will not receive paper statements, the billing process is entirely electronic. It is important for parents who are paying student account fees to obtain access to The Hub (see “Parent/Guest Access”) to view payment due dates and make payments.

Students will receive an email notice 3 to 4 weeks prior to the term due dates informing them that their student account statement is available on The Hub.

Standard Payment Plan

<table>
<thead>
<tr>
<th>Term</th>
<th>Due Date</th>
<th>Tuition</th>
<th>Room</th>
<th>20 Meal Plan (full board)</th>
<th>CSA Activity Fee</th>
<th>Total Due</th>
</tr>
</thead>
<tbody>
<tr>
<td>Fall Term: Due August 15th, 2014</td>
<td>August 15th 2014</td>
<td>$15,820</td>
<td>$ 2,156</td>
<td>$ 1,966</td>
<td>$ 92</td>
<td><strong>$20,034</strong></td>
</tr>
<tr>
<td>Winter Term: Due December 15th, 2014</td>
<td>December 15th 2014</td>
<td>$15,820</td>
<td>$ 2,156</td>
<td>$ 1,966</td>
<td>$ 92</td>
<td><strong>$20,034</strong></td>
</tr>
<tr>
<td>Spring Term: Due March 15th, 2015</td>
<td>March 15th 2015</td>
<td>$15,820</td>
<td>$ 2,156</td>
<td>$ 1,966</td>
<td>$ 92</td>
<td><strong>$20,034</strong></td>
</tr>
</tbody>
</table>

Total Fees 2014-2015: **$60,102**

Monthly Payment Plan

An alternative payment option is the Tuition Payment Plan offered by Higher One, Inc., where all or part of the comprehensive fee is paid in installments interest free. Payments must be paid in US Dollars through a US bank account. Tuition Payment Plan will accept credit card payments, although a convenience fee will apply.

Higher One, Inc.
(800)-635-0120
 tuitionpaymentplan.com/

Student Account Payment Options

Online Payments:
Online payment is Carleton’s recommended method of payment. Payments can be made electronically through The Hub 24 hours a day; 7 days a week.

How to “Pay On My Account” on-line on The Hub
1. Log onto The Hub
2. Under Financial Information, click on “Pay On My Account”
3. Enter payment amount, payment type WEB ACH, SUBMIT
4. Enter the US domestic bank account number, routing number, and check number (Note: an actual check number is not required, ANY number can be entered)
5. SUBMIT

Check Payments:
Mail check and 529 Savings Plan payments to the address listed below. Please include the student’s ID# and/or full name on the check.

Carleton College
Business Office
One North College Street
Northfield, MN 55057

Wire Transfer Payments:
Domestic and International wire transfers, please contact Student Accounts.

Credit/Debit cards are not accepted for payment on student accounts.

Student Account Contact Information

Debra Fawcett
Leighton Hall 112
(507) 222-4179
dfawcett@carleton.edu

Candace Koen
Leighton Hall 111
(507) 222-4165
ckoen@carleton.edu

Parent/Guest Access

Parent/Guest Access is Student Controlled. Students can set up Guest Access accounts for parents, guardians, or other guests, allowing access to specific student records at Carleton, including the “Pay On My Account” option.

How Students grant access:
1. Log onto The Hub
2. Click on Parent/Guest Access Settings
3. Students receive a confirmation email with instructions for guest access which can be forwarded to their guests
4. Students provide their guests with the created password. For security reasons, we recommend the password and user ID be communicated separately.

Guests should contact their student directly with any questions. Students who need technical support should contact helpdesk@carleton.edu or (507) 222-5999.

Tuition Refund Policy

If a student leaves due to illness during the first half of the term a 50% tuition refund is available and after that date no tuition is refunded. Room is not refunded and board is prorated based on weeks used.

The Hub
24 hours a day; 7 days a week.

Student Accounts Online
thehub.carleton.edu

Student Account information is accessible on The Hub 24 hours a day; 7 days a week. The Hub is Carleton’s secure online student portal. At The Hub Carleton students can:

- View, print, or download Student Account Statements
- View Financial Aid Awards
- Pay On My Account
- View Work Assignments
- Set up a Payroll Bank Account
- Enter Time Worked
- View Payroll Statements
- Grant Parent/Guest Access
- Set up a Reimbursement Bank Account
- And more...