

Welcome to FDU!

Enrollment Services & Financial Aid

This session will help you understand Enrollment Services and Financial Aid processes, timelines and resources.



**FAIRLEIGH
DICKINSON
UNIVERSITY**

FDU Email – The Key to Communication



All communication is sent to the student's FDU email.

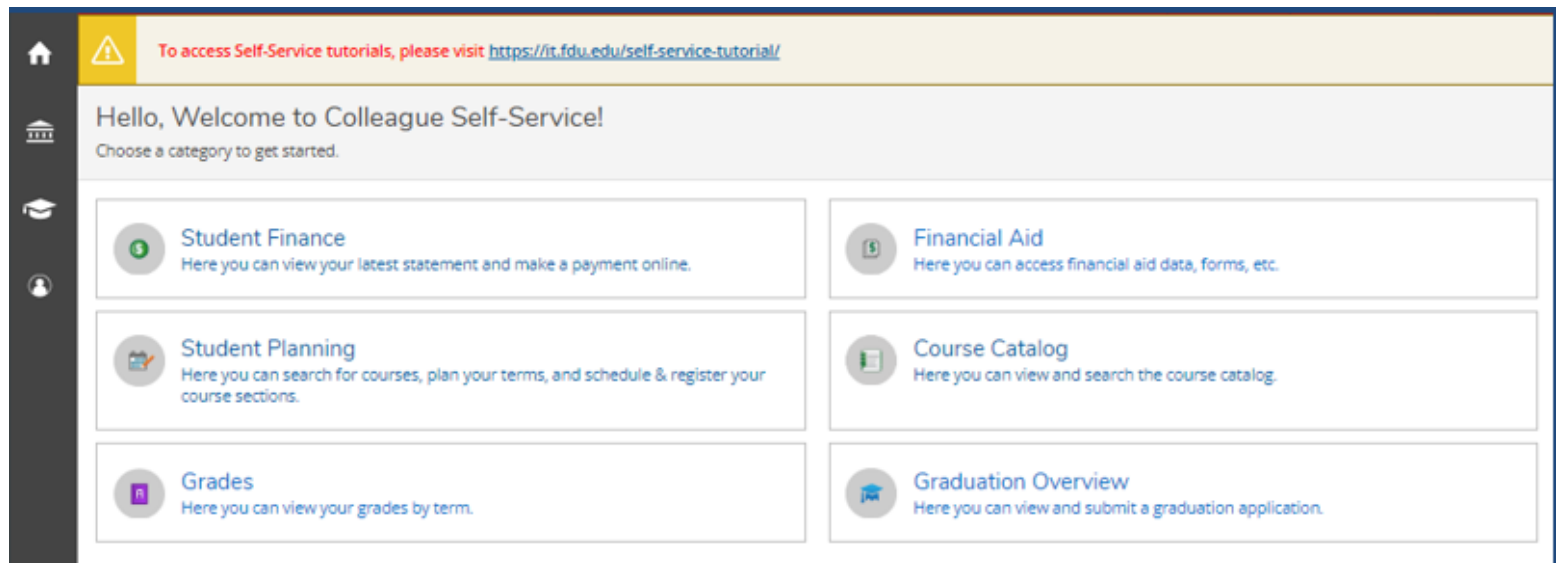
Remind your student to check their email regularly.

eBills will be sent by end of July to the student's FDU email.

No paper bills!

Welcome to FDU Self-Service!

- View and pay the bill
- Review your financial aid
- Give parents access to accounts

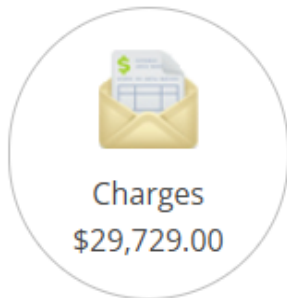


Bill Basics

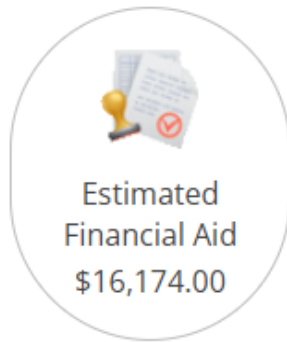


- Bills for the Fall semester are due on **August 15th** or prior to moving into the Residence Halls (dorms), whichever comes first.
- **Students will not be permitted to move into their dorm room if their balance is not satisfied.**
- Once a student receives email notification, the bill is available to view and print on Self-Service.

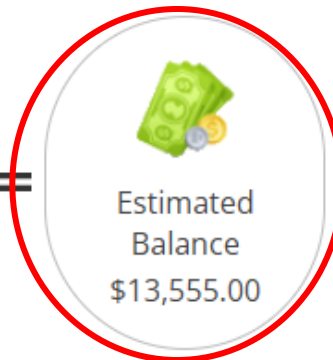
Term Fall 2025 - Estimated Balance: \$29,729.00



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Click into the
Charges,
Payments and
Financial Aid
sections to see
itemized
amounts.

Charges

\$29,729.00



Tuition

\$18,682.00



Mandatory Fees

\$1,781.00



Room and Board

\$7,471.00



Medical Insurance

\$1,795.00



Amount listed as
Estimated
Balance is Due
by August 15th
(or move-in day)



Student Statement

Fairleigh Dickinson University

Florham Campus
285 Madison Avenue
Madison, New Jersey 07940

Metropolitan Campus
1000 River Road
Teaneck, New Jersey 07666

Vancouver Campus
842 Cambie Street
Vancouver BC, V6B 2P6

Student Name
285 Madison Avenue
Madison, NJ 07940

Name

Student ID

Total Balance	\$13,555.00
Amount Overdue	\$29,729.00
Total Amount Due	\$13,555.00
Amount Enclosed	

Alert: Financial Aid is combined for Wintersession and Spring. Once a payment is made towards the Wintersession balance, an equal amount of your aid will be reallocated to the Spring. Once Financial Aid has been disbursed and no longer estimated resulting in

Please return this portion of the statement to the institution, along with your payment.

Date Generated: 6/16/2025

Account Activity Summary - Fall 2025

Charges	
Tuition by Total	\$18,682.00
Fees	\$3,576.00
Room & Board	\$7,471.00
+ Total Charges	\$29,729.00
- Financial Aid	\$16,174.00
= Fall 2025 Balance	\$13,555.00
= Total Amount Due	\$13,555.00
Total Balance	\$13,555.00

Don't panic if an overdue amount is showing – you need to make payment arrangements by August 15th (or prior to move-in day) for the **Total Amount Due** on the Statement

Medical Insurance



- Bills for full-time students will include a charge of \$1,795 for medical insurance.
- If your student can provide proof of insurance, that charge can be waived.
- Beginning on August 1st, you can waive or enroll in the insurance at universityhealthplans.com/fdu
- Insurance must be waived by September 30th.
- Parents - if you need enrollment verification for your health insurer, contact the Records Office in Enrollment Services at 973-443-8600.

Text Books



- Students may see an eBook Charge on their account for course materials provided through a partnership with our campus bookstore - students are receiving discounts of up to 65% off.
- Students may opt out if they want to purchase the course materials elsewhere - to opt out, student creates an account using their FDU email as the username on the Follett Customer Portal.
- Please allow 3-4 business days for the charge to come off the account.
- Contact Follett Bookstore with questions at:

Florham Campus: 973-514-1644
Metropolitan Campus: 201-836-7818

Paying the Bill

Ways to pay the bill (any combination of these):

- ☐ Financial aid including grants/scholarships
- ☐ Payment
- ☐ Payment plan
- ☐ Loans

Grants/Scholarships



- No action is required if the only financial aid that your student is receiving is FDU grants or scholarships - we automatically accept gift aid on the student's behalf.
- If you filed a FAFSA, the student must accept or decline the loan(s) on Self-Service.
- Scholarships from outside sources should be sent to Enrollment Services – note the Student ID number if possible.

Payment



- Payments can be made on Self-Service through TouchNet.
- Electronic Check (ACH) no additional fees.
- Credit Card (American Express, Discover, Mastercard, Visa and other credit cards) 3% Fee.
- To pay, the student logs in to Self-Service and selects *Payments/Payment Plans/1098T* under *Financial Information*.
- Payment by check can be mailed to the Enrollment Services Office on your campus.
- Wire Transfers via Flywire are for International or Non-U.S. transfers only.

Payment Plans – part 1



- FDU offers a 4-month payment plan - \$45 enrollment fee per semester.
- By August 15th, make 25% down payment on the total balance – the remainder is split between the following 3 months.
- If your financial aid or bill changes, your plan will automatically recalculate. We recommend that you **do not** set up Automatic Payments so that you are aware of the amount that will be withdrawn.

Payment Plans – part 2



- To set up a payment plan:
 - **Students:** Log onto Self-Service, click on *Payments/Payment Plans/1098T* in the *Financial Information* section.
 - **Parents/Guardians:** Student needs to set up as “Authorized User” on TouchNet and the “Authorized User” will receive an email with credentials to login.

Federal Student Loans – part 1

- If your student filed a FAFSA, there will be loans on their account that must be accepted or declined on Self-Service.
- **If you don't decline an unwanted loan, it still shows up on your bill and you will pay the wrong amount.**
- The maximum amount a freshman student can borrow in federal direct student loans is \$5,500 for the year (\$2,750 per semester).
- Student accepting the loan(s) must also complete Entrance Counseling and Master Promissory Note at studentaid.gov (link from Self-Service).

Federal Student Loans – part 2

- Loans must be repaid - repayment begins 6 months after the student graduates or drops below half-time.
- Subsidized loans and unsubsidized loans have the same interest rate (6.39%), but the government waives the interest on the subsidized loan while the student is in school.
- There is a processing fee of 1.057% on subsidized and unsubsidized loans.
- You can make interest-only payments on the unsubsidized loan while the student is enrolled - make those arrangements with your loan servicer.

Other Loan Options

- If a payment or payment plan is not possible, you can consider additional borrowing through federal parent PLUS loans or private loans.
- Make sure your application is submitted and approved before August 15th (or prior to move in).
- The loan period for the year is August 2025 – May 2026.

PLUS Loans

- Parent Borrowers Only
- Parent applies annually at www.studentaid.gov
- 8.94% interest for 2025-2026
- Loan fee of 4.228%
- Instant Decision
- If denied, student can get additional \$4,000 federal unsubsidized direct loan

Private Loans

- Parent or Student (with Co-signer)
- Checkout ELM Select on fdu.edu – shows lenders used by FDU students previously
- Rates and terms will vary
- Typically, no fee
- Additional income verification may be required
- Process is longer than for a PLUS loan

PLUS and Private Loans

Credit Balance Options

- If you have more financial aid than charges, you will have a credit balance on your statement –this means you may be eligible for a refund.
- If you have a credit balance, you can use that credit to purchase books in the bookstore - this is known as a **bookstore voucher**.
- Any credit balance will be returned to the student (or the parent if requested on the PLUS loan) after the add-drop period – this is known as **a refund**.

Bookstore Vouchers



- Allows students to use a portion of their financial aid refund to purchase books through the FDU Follet Bookstore.
- To request a voucher, student needs to accept their financial aid first.
- The student's account will be charged the amount of the voucher, reducing the student's refund.
- If student decides not to use the voucher, the funds will be returned to their account.

Refunds



- Financial aid will disburse to your account in late September at the earliest- after the add/drop period. If you need your refund for living expenses, make sure you have adequate resources until then.
- Enrollment Services requires students who expect to receive a refund to enroll in our eRefund service through Self-Service – funds will be deposited directly into a bank account.
- TouchNet will prompt you to select a refund method.
- Be sure to check the following for accuracy:
Student's home address (or local address if International student)
FDU Student email address and phone number.

Financial Aid Details



- Some financial aid programs require a student to be in a certain number of credits.
 - FDU grants and scholarships and grants from the State of NJ typically require full-time enrollment - at least 12 credits.
 - Federal loans require half-time enrollment – at least 6 credits.
- Be aware that there are life-time limits to some financial aid programs – this may be especially important for transfer students to keep in mind.
- Withdrawing from classes can impact your aid eligibility.
- If a student takes courses that don't count toward their degree, financial aid eligibility may be impacted.

Appeals & SAP

Appeals

- If there has been a change in your family's financial situation contact the Financial Aid Office.
- Submit a Change in Financial Circumstances Form and supporting info.
- This process can take up to 2 weeks.

Satisfactory Academic Progress (SAP)

- Students are required to maintain SAP to retain their financial aid.
- For undergraduates, SAP is 2.0 GPA and a credit completion rate of 66.7%.
- A student who is not making SAP requirements may submit an appeal.

Verification

- You may need to provide additional information to finalize your financial aid.
- Verification requests may come from FDU or from HESAA (Higher Education Student Assistance Authority).
- Verification may impact the amount of your financial aid – submit requested documentation as soon as possible.

FDU Financial Aid Self-Service

Checklist

✓ Completed	Submit a Free Application for Federal Student Aid (FAFSA)
⚠ Action Needed	Complete required documents
⚠ Action Needed	Review and accept your Financial Aid Award Package
⚠ Action Needed	Complete Direct Loan Entrance Counseling
⚠ Action Needed	Sign a Direct Loan Master Promissory Note
✓ Available	Review your Financial Aid Offer Letter

Click here to see what documentation is needed




Then you can upload documents using the manage function here



Select an Award Year: 2025-2026

 [Contact Financial Aid Office](#)

Document	Explanation	Due Date	Status	Attachments
Dep Household Size	Complete and return the 2023-2024 Household Size and Number in College Worksheet- Dependent that can be found on the Forms for ... more Financial Aid Documents for Download		Pending Review 06/07/2023	

Federal Verification

NJFAMS.HESAA.ORG

Log in to your account.

Please identify yourself with a valid username and password.

Students:

Have you:

1. Created a NJFAMS student log-in (below)? This action will create your student account.
2. Clicked the link in the new activation email sent to you after creating your account?
3. Checked your spam filter if you didn't see the activation email in your inbox?

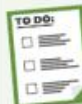
Once you have done steps 1-3, you are ready for your first login.

If you are having trouble logging in, contact [New Jersey Higher Education Student Assistance Authority](#).

User Name:
Password:

 Login

How to Upload Your NJFAMS Documents



What You Will Need to Get Started: Log into your NJFAMS account

- Review your "To Do List" and organize your required documents.
- When ready to submit your documents, click "Upload Document"


Application or Required Documentation	Received Date	Action Items	Due By
<input type="checkbox"/> Dependents Student Financial Information		Upload Document	
<input type="checkbox"/> Dependents Student Health, Expense and Resource Statement		Upload Document	
<input checked="" type="checkbox"/> Free Application for Federal Student Aid (FAFSA)	04/10/2021	Complete	
<input type="checkbox"/> IRS Verification of Non-Filing		Upload Document	
<input type="checkbox"/> IRS Single & Income Transcript - Parent		Upload Document	

Follow these Three Easy Steps:

STEP 1

Select Which Required Document You Want to Upload

- Be sure to remember where they are stored on your computer or phone and limit the size to 10 MB each upload.
- Acceptable formats: pdf, docx, bmp, gif, jpg, jpeg, png, rtf, xlf, xlsx, xls


Select file(s) to upload:
Selected file(s): 

STEP 2

Click on "Upload Document"

 **UPLOAD DOCUMENT**

Select file(s) to upload:
Selected file(s):
Federal Income Tax Return Transcript.pdf

Select file(s) to upload:
Selected file(s): 

 **Upload Document**


STEP 3

To exit, select "Close"

 **CLOSE**

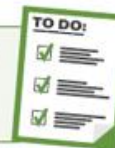
Your document has been uploaded successfully.


 Note: If your document is a jpg and multiple pages, you cannot upload multiple pages at once. You must select each page.



Your "To Do List" will immediately reflect that your uploaded document is now under review.

- Repeat these three steps for each required document.
- Please allow 15 business days for review of your documents.



Check back often for updates to your "To Do List" and be sure to read your email in case additional information is required.

State Verification

Work Study



- Work study gives a student a chance to find a job on campus, but not all students are work study eligible.
- Students can find a job by asking around or talking to the Career Development Center.
- Whether or not a student has work study or plans to work on campus – the amount you owe FDU is the same - work study does not impact your bill.
- If a student works on campus, they earn a bi-weekly paycheck – FDU pays NJ minimum wage.

Parent Access - Enrollment Services

To make payments and set up payment plans

- Student needs to set up parent as Authorized User on TouchNet.
 - In Self-Service: click on Payments/Payment Plans/1098T, continue to Payment Center, on the right you will see 'Authorized Users'.
 - Student provides email address for Parent/Guardian and chooses access-Parent/Guardian will receive an email with login credentials.

To view the bill

- Student must provide the parent with proxy access.
 - In Self-Service: click on User Options then View/Add Proxy Access.
 - The student will receive an email with the login credentials for the parent.

To call to speak with someone about the bill

- Caller must have a copy of the bill or have Proxy access.

Parent Access – Financial Aid

To discuss general financial aid information –

- Student completes a FERPA release
 - In Self-Service: click on User Options then FDU FERPA Release.

To allow access to federal tax information –

- Student and requesting person must appear in person at the Financial Aid Office with photo ID.

Contact Info

Florham Campus	Metropolitan Campus
Enrollment Services	
973-443-8600 esmadfdu@fdu.edu	201-692-2214 esteafdu@fdu.edu
Financial Aid	
973-443-8700 finaid@fdu.edu	201-692-2363 finaid@fdu.edu

Hours: 9 AM – 5 PM (Closed Fridays in Summer)