

May 15, 2007

Dear CSI Student:

The City University of New York is committed to providing students and their families with a range of options for paying their tuition bills. However, CUNY has changed the procedure for those students choosing to use a credit card to pay tuition to more accurately offset the cost of this service. This policy is similar to that of many colleges and universities that accept credit cards for tuition payments.

Under the new policy, you may choose to pay your tuition charges online via your E-SIMS account using a Visa, MasterCard, Discover or American Express card. **Please be aware that, when doing so, a non-refundable convenience fee based upon your registration will be charged to your account in addition to your tuition and fees. Also please be aware that, effective June 5, 2007, credit card payments will no longer be accepted by mail or at the Bursar's window.**

To avoid a convenience fee, you may also pay your bill with an e-check payment. Similar to a debit card, e-check electronically debits your checking or savings account. E-check payments may be made via your E-SIMS account.

If you are paying for any non-instructional fees such as transcripts, re-admission fees, application fees, library fines, etc., you cannot use a credit card. These charges must be paid at the Bursar's Office by cash, check or money order only.

The College of Staten Island continues to provide a payment plan option by offering an interest free payment plan via the Tuition Payment Plan at www.tuitionpay.com/cuny.

Regardless of which payment option you choose, you must make your payment **no later than the due date on your bill**. If your payment is not received by your due date, your registration may be cancelled.

If you are making a payment by credit card or electronic check for a semester prior to Fall 2007, you must go to "past semester" on your E-SIMS account.

Details on payment options are printed on the reverse of this letter or may be obtained on the Bursar's website at www.csi.cuny.edu/bursar, by calling the Bursar's Office at (718) 982-2060 or at the Bursar's Office, Room 2A-105.

We believe that our low-cost or free tuition payment options described above continue to make a world-class education affordable for you and your family.

Sincerely,

Michael D. Baybusky
Bursar

Tuition Payment Options (Effective June 5, 2007)

Remember that regardless of your payment option, we must receive your payment by the due date on your bill!

- 1) Pay using a check or money order by mail to:

College of Staten Island
Bursar's Office
2800 Victory Blvd. / 2A-105
Staten Island, NY 10314

- 2) Pay in person by check, money order or cash at the Bursar's window.

- 3) Pay your bill by making monthly payments through the Tuition Pay Program for an \$18.00 application fee. If you sign up by July 30th you can use a credit card, e-check or check to pay your tuition. If you sign up after July 30th your first payment must be by check or money order. Subsequent payments can be made by check, money order or credit card. To sign up for this program go to www.tuitionpay.com/cuny, call (866) 267-CUNY or if you are signing up after July 30th, come to the Bursar's Office Room 2A-105.

- 4) EFT Payments (Electronic Checks)
EFT payments will only be accepted through your E-SIMS account where you will be presented with a tuition and fee charge. There is no charge when using an EFT (e-check or pin debit transaction). This payment will appear on your bill the following business day. Please have your bank account and routing numbers available when making your on line payment.

- 5) Pay by Visa, MasterCard, Discover or American Express through your E-SIMS account. Credit card payments will only be accepted over the web through EDS. You can link to the EDS website from E-SIMS where you can view your tuition and fee charges. Prior to the completion of the transaction, EDS will assess a convenience fee that will be charged in addition to the amount of your bill. This convenience fee will be retained by EDS and can range from \$13.00 to \$171.00, depending on the charged amount. You will be able to access the EDS website at any time. In addition, EDS will offer E-Mail payment confirmations and online account viewing capabilities. Your account will be updated overnight and your payment will be displayed the next business day. Frequently asked questions regarding these payment procedures are on the Bursar's website at www.csi.cuny.edu/bursar. You may pay your tuition and fee charges through June 4, 2007 without a convenience fee.