

ADMINISTRATIVE POLICY

Bursaring

Responsible Administrator: Vice President for Administrative Services

The Bursar Office of the College is the home of student financial services. This office bills and collects payments for student tuition, fees, and books; disburses financial aid and scholarships; processes student refunds; and prepares billings and processes payments deferred to outside agencies.

Students can use this office to:

- find information on payment procedures for tuition and fees,
- · ask questions regarding status of student accounts,
- receive financial aid disbursements.

Southwest Wisconsin Technical College accepts the following as payment for tuition, fees, and books:

- Cash
- Check, Money Order or e-Check
- Credit Cards MasterCard, VISA, Discover

Southwest Wisconsin Technical College allows for deferment of semester tuition, fees, and/or books for agency funded or financial aid eligible students.

Approval Date: 3/22/06

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