



Office of Student Accounts

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Welcome to Holy Family University!

What does the Office of Student Accounts do?

- Billing and Collections
- Payment Plan Options
- Student Refunds
- Issuing 1098-T Tuition Statement Forms
- Bookstore Credits
- Flex Dollars



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Who Are We?

Corine Williams, Director of Student Accounts
cwilliams@holyfamily.edu

Eileen Mangold, Senior Student Accounts Specialist
emangold@holyfamily.edu

Shareeta Smith, Student Accounts Specialist
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Billing Timelines

Fall Semester

- Initial bill – available mid-July
- Payment due by August 15th
- 2nd statement – available mid-September

Spring Semester

- Initial bill – available mid-November
- Payment due by December 15th
- 2nd statement – available Late-January
- Once bills are available in Self Service, students will receive an email in their Holy Family email account
- Students are able to see up-to-date status of their accounts through Self Service 24/7
- Students will receive email reminders and phone calls in reference to past due balances prior to the next registration period

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Payment Methods

- Cash
- Check
- Cashier's Check
- Money Order
- Debit/Credit Card (Visa/Mastercard/AMEX/Discover)*
- E-Check*

* All debit/credit cards have a 2.75% convenience fee

** E-Check only through our Self Service

Payment Options

- HFU currently offers 2 payment plans via CashNet Payment Plan Services
- Tuition Payment Plan Features:
 - No interest.
 - Nominal enrollment fee for each semester payment plan. Once you are enrolled, HFU will be notified electronically.
 - No credit check or co-signer needed (this is **NOT** a loan).
 - Payment plans are only for the current semester, not prior due balances.

Payment Options

Payment Plan 1:

- Full-Time Undergraduate 5-Month Payment Plan
- For full-time undergraduate students (12 credits or more a semester)
- 5 month, single semester payment plan beginning on July 1 for the Fall semester or November 1 for the Spring semester
- There is a \$35 fee due at the time of registration for either plan
- Payment Plans are created via the [Student Self Service Portal](#)

Payment Plan 2:

- 4-month Payment Plan (Other than Full-Time Undergraduate)
- 4 month, single semester payment plan beginning on August 1 for the Fall semester or January 1 for the Spring semester
- There is a \$35 fee due at the time of registration for each of the plans
- Payment Plans are created via the [Student Self Service Portal](#)

Other Financing Options

- Parent PLUS Loan – apply online at studentaid.gov
- Private Education Loan – information can be found at holyfamily.edu/admissions-aid/financial-aid, click on “Private Education Loan Programs”
- For more loan information – contact Financial Aid at **267-341-3233** or finaid@holyfamily.edu

Tiger Tag/Flex Dollars

- Students may transfer up to \$500 to their Tiger Tag from excess Financial Aid per semester for books in Holy Family's bookstore, as long as the refund amount is showing on their account
- If books are in excess of \$500, a receipt from the bookstore is needed to have the additional funds transferred to the Tiger Tag
- Students can e-mail from their Holy Family e-mail to studentaccounts@holyfamily.edu to transfer the funds to their Tiger Tag

Tiger Tag/Flex Dollars

- Additional Flex Dollars can be added through Self Service, by coming in person to Holy Family Hall, Room 202 or by going to <https://eacct-holyfamily-sp.transactcampus.com/eaccounts/AnonymousHome.aspx>
- Flex Dollars are able to be used in the bookstore, vending machines and at the Tiger Cafe and Cub Café.

Contact Information

Office of Student Accounts,
Holy Family Hall Room 202

Phone: 267-341-3202

Fax: 215-281-1690

Email: studentaccounts@holyfamily.edu

Office Hours:

Monday – Friday: 8:30 a.m. – 4:30 p.m.

Schedule An Appointment [Here](#)