



Student Services Update June 2017

To our new students and families joining us this academic year, welcome to American University. For our continuing students and families we hope you are enjoying your summer and we look forward to seeing our students back on campus in August. June is a very busy month for our students as there are many important administrative tasks that we will ask them to manage before the start of classes this fall. Your student will be contacted about these tasks directly, but we wanted to ensure you were aware of them as well. Topics of importance for June are listed below with links to additional information.

Financial Aid Awards for Continuing Students – Over the next few weeks continuing students will receive email notice alerting them to go into their portal to accept their financial aid awards for 2017-2018.

Upon reviewing the awards, students should accept or decline the aid that has been offered. To proceed with the processing of aid, students are required to acknowledge that they have read, understand and will comply with the terms and conditions of their respective awards.

First time recipients of some awards (Federal Perkins, Federal Direct Stafford loans and federal work-study) will be required to complete additional paperwork before the aid is finalized. For more information, please click [here](#).

Satisfactory Academic Progress – Recipients of both federal (Title IV) funds and institutional funds must maintain Satisfactory Academic Progress (SAP) toward their degrees in order to remain eligible for financial aid assistance. Students are evaluated on their grade point average, credits completed, maximum time frame, and minimum standards for progress. For continuing students who have not met Satisfactory Academic Progress, an appeal process is available. For more information about SAP please click [here](#).

Tuition Refund Plan

AU has worked with Dewar Insurance Company for many years to offer [tuition insurance](#) that extends and enhances the University's published refund policy. In cases of withdrawals due to accident, illness or mental health conditions as defined in the plan, the plan assures up to a 75% refund for tuition and housing throughout the term.

Full-time students will have the option of enrolling in the Tuition Refund Plan by checking an enrollment box when they login to the <https://myau.american.edu/> portal, beginning June 16, 2017. The premium for the plan is **\$150 per semester**, and **students have until the end of the second week of classes to enroll in the plan**. Enrollment in the plan is for both the fall and spring semesters. Click [here](#) for more information

Health Insurance Requirement

Health insurance is required for all students in any of the following categories:

- full-time degree
- resident
- international students on an F1 or a J1 visa

Students will be automatically billed \$1750 for the AU Student Health Insurance Plan You may waive this charge if you provide proof of comparable coverage by completing an [online waiver](#) for Fall 2017 by **September 22, 2017**. Students must waive the AU Student Health Insurance Plan every year they are enrolled at AU and in a category that requires coverage. Once a waiver is submitted, the health insurance charge will be removed from the account within 5 business days Additional information on the AU Student Health Insurance Plan is available on the [Health Insurance Frequently Asked Questions page](#).

Immunization Requirement

The District of Columbia Immunization Law requires that **all students under the age of 26** provide proof of immunizations prior to attending classes at AU. Immunization records must be submitted on the AU immunization form and can only be submitted by one of the methods below. *Immunization records not submitted on the Mandatory Immunization Form will not be accepted.* The deadline to submit your immunization records is **July 15, 2017**.

Upload the immunization record from your physician's office on the [student health portal](#) or email to immunizations@american.edu. For more information, please visit our [Immunizations Frequently Asked Questions page](#).

American Payment Plan

American University offers the American Payment Plan (APP) to students in the fall and spring terms as an alternative to paying your bill in full at the start of each term.

The plan splits your Fall or Spring semester balance into convenient monthly payments, with no interest charged. By budgeting ahead for the upcoming term's charges, you may be able to reduce the amount of loans needed for the school year. Please note, there is no summer payment plan option. For more information, click [here](#).

Proxy access to Student Finance - Students may grant their parents, guardians or other users access to make a payment and/or view their account activity. To protect the student's privacy, the Family Educational Rights and Privacy Act (FERPA) requires us to obtain student permission before sharing their educational records. For more information, please click [here](#).

Students may view the billing statement in Eagle Service on the student portal. Throughout the month of June, tuition and fees, financial aid, and housing and dining charges are finalized and posted to the bill. Students (and others granted proxy access) will be sent an email notification around July 1 when the billing statement is finalized

The Fall 2017 bill is due on August 1. Anticipated financial aid will show as pending on the bill. You may subtract any other anticipated aid – such as parent loans, outside scholarships, VA benefits, 529 plan payments, etc. to determine what, if anything, is due by August 1

If you or your student has any questions, please do not hesitate to contact AU Central at aucentral@american.edu .