July 1, 2013

Dear Student/Parent,

Welcome to the FALL 2013 semester at SUNY Maritime College. Enclosed is your student account invoice. All payments for the fall 2013 semester must be received by Thursday, **August 8, 2013**. Accounts not settled in full by that date will be assessed a $50.00 administrative fee. Failure to pay this debt, in full, by the start of the fall semester, Tuesday **August 29, 2013**, may result in late payment charges, deregistration from classes and removal from housing.

Please take note of the following information:

**FIRST TIME REGIMENTAL STUDENTS:** Your **INDOCTRINATION FEES ($865 men/$845 women)** and **ORIENTATION FEE ($120)** are included on this invoice. Please note that payment of Indoc Fees and the Orientation Fee must be made separate of any financial aid, scholarships, grants or payment plans. Cash, checks, money orders, most major credit/debit cards are the only acceptable forms of payment. The preferred method of payment is through QuikPay, SUNY Maritime’s electronic billing system.

**MEAL PLANS:** All residential students are required to have meal plan A or B. Meal plan C is available to commuter students only. Commuter students may purchase any meal plan.

**DOMESTIC STUDENTS:** **Health Insurance procedures for 2013-2014**

All full-time undergraduate students registered at SUNY Maritime College are automatically enrolled in the Student Accident and Sickness Insurance Plan, through Consolidated Health Plan or CHP. The insurance charge is included in the fall 2013 invoice. If you have proof of comparable insurance and wish to waive this health insurance, the waiver must be completed online at [https://consolidatedhealthplan.com/group/176/home](https://consolidatedhealthplan.com/group/176/home). We do not process health insurance waivers in the Student Accounts Office. CHP’s waiver deadline is **Tuesday, September 10, 2013**. You may not waive out in the fall semester and pick it up at a later time in the academic year. If your waiver is approved by CHP, the insurance charge will be credited on your account.

If you have not been billed insurance, it is because you are not registered full time. Once you are registered full time, you will automatically be billed insurance. If you are a part time student and wish to be included in the Insurance Plan, please contact student accounts.

Please check your bill carefully.

If you have a Housing question, please contact housing@sunymaritime.edu.

If you are no longer attending SUNY Maritime College, please contact registrar@sunymaritime.edu.

If you have a Financial Aid question, please contact financialaid@sunymaritime.edu.

Credit Card Authorization forms and Meal Plan Change forms may be found on SUNY Maritime College’s web site, [www.sunymaritime.edu](http://www.sunymaritime.edu) in the Student Accounts section.

**IT IS THE STUDENT’S RESPONSIBILITY TO MAKE SURE ALL FORMS ARE COMPLETED BEFORE SUBMISSION. INCOMPLETE or LATE FORMS WILL NOT BE PROCESSED.**

This is the only paper/mailed invoice you will receive; all future invoices will only be available electronically, online through QuikPay. You may view your bill online through QuikPay for any changes to your account.

Have a great semester!

Your Student Accounts Team,
Denise Albertelli - Director of Student Accounts
Liz Donnelly
Evangelique Velez