From your “Student SS” tab, you have secure access to:

- view full history of charges, payments, and account summary
- make online payments by check or credit card
- sign up for direct deposit for student refunds
- grant an authorized user full access to your account summary (excluding direct deposit)
- view financial aid information, grades, GPA, course registration, and more!

For additional information, visit semo.edu/sfs

**FINANCIAL AID**

Your bill may reflect financial aid as a reduction (credit) to the amount owed. If shown, this aid has been “confirmed” based on your eligibility as of the date on the printed bill.

Although reflected as a credit, this aid has not been officially disbursed to your account and will be recalculated based on enrollment and eligibility at the time of disbursement. If you have applied for and accepted financial aid and it is not reflected on your bill, please contact SFS at (573) 651-2253.

If your financial aid has been applied towards your charges and an outstanding balance remains, see the back of your bill or visit our website at semo.edu/sfs/options for payment options.

**DROPPING COURSES**

If you are considering dropping a class or withdrawing from the University, you may want to review the refund policy for tuition and general fees for dropped courses at semo.edu/sfs/refunds.

Review the “Student Financial Calendar” for specific refund dates.

Dropping a class or withdrawing may affect your financial aid eligibility for the current and/or future semesters. Please review the Satisfactory Academic Progress policy at: semo.edu/sap

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**SE SouThEAST Email & Online Services**

The University routinely sends important notifications to students at their Southeast email address. Students are responsible for all information sent to their Southeast account. Check your Southeast email regularly to ensure that you are not missing important billing or financial aid information which could cause late fees, cancellation of your class schedule, or delays in financial aid processing.

**MySoutheast (Online Student Portal):** portal.semo.edu

From your “Student SS” tab, you have secure access to:

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Questions about charges on your bill?

<table>
<thead>
<tr>
<th>Charges</th>
<th>Department/Office</th>
<th>Contact Information</th>
</tr>
</thead>
<tbody>
<tr>
<td>Tuition, General Fees, Web Course Fees,</td>
<td>Student Financial Services (SFS)</td>
<td>573-651-2253 or <a href="mailto:sfs@semo.edu">sfs@semo.edu</a></td>
</tr>
<tr>
<td>Electronic Course Access, Program Fees,</td>
<td></td>
<td>For a comprehensive list of fees, visit our website</td>
</tr>
<tr>
<td>Special Course Fees, ITV Fees, IPP Fees,</td>
<td></td>
<td>at semo.edu/sfs/fee-schedule</td>
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<tr>
<td>Late Payment Fees</td>
<td></td>
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<tr>
<td>Housing, Meal Plan, Housing Damage, Key</td>
<td>Residence Life</td>
<td>573-651-2274 or <a href="mailto:residenccelife@semo.edu">residenccelife@semo.edu</a></td>
</tr>
<tr>
<td>Replacement</td>
<td></td>
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<tr>
<td>Textbook Rental and Textbook Rental Charge</td>
<td>Textbook Rental</td>
<td>573-651-2236 or <a href="mailto:rentabook@semo.edu">rentabook@semo.edu</a></td>
</tr>
<tr>
<td>Parking Tickets and Permits</td>
<td>Department of Public Safety (DPS) / Parking Services</td>
<td>573-651-2310 or <a href="mailto:parking@semo.edu">parking@semo.edu</a></td>
</tr>
<tr>
<td>Health Clinic Charges</td>
<td>Health Clinic</td>
<td>573-651-2270 or <a href="mailto:chc@sehealth.org">chc@sehealth.org</a></td>
</tr>
<tr>
<td>Application Fees</td>
<td>Office of Admissions</td>
<td>573-651-2590 or <a href="mailto:admissions@semo.edu">admissions@semo.edu</a></td>
</tr>
<tr>
<td>Orientation, Camp Redhawk</td>
<td>New Student Programs</td>
<td>573-651-5166 or <a href="mailto:nsp@semo.edu">nsp@semo.edu</a></td>
</tr>
<tr>
<td>Bookstore Purchase</td>
<td>Southeast Bookstore</td>
<td>573-651-2279 or <a href="mailto:southeast@bkstr.com">southeast@bkstr.com</a></td>
</tr>
<tr>
<td>Transcript and Graduation Fees</td>
<td>Registrar</td>
<td>573-651-2250 or <a href="mailto:registrar@semo.edu">registrar@semo.edu</a></td>
</tr>
</tbody>
</table>

**Due Date:** Day full balance or payment on an installment payment plan is due. See the back of your bill or visit our website at semo.edu/sfs/options.

**Previous Balance:** This is a balance that carried over from a prior semester. Full details of all charges & payments can be viewed online through the Account Summary.