**Bills & Balances:**
The Bills & Balances section of the SIS Student home page allows students to review their student account details, make payments, submit their Medical Insurance Waiver, and submit their Title IV Authorization. It also provides additional links relevant to student finances at Tufts.

The **Actual Account Balance** refers to the total account balance due to Tufts.

**Pending Credits** include financial aid, payment plans, outside scholarships, pending 529 plan credits, etc. that have not yet been credited to your account.

The **Student Account Balance** is the projected dollar amount that you owe after subtracting your pending credits.

**Past Due** refers to the charges on your account that are already past their due date.

**The Billed Balance** refers to the charges on your account for which you have already been billed.

**Detail Links**

The **Actual Account Balance Detail link** opens the Account Activity page where students can view a breakdown of all account transactions - charges, payments, and refunds.

Review the From and To fields to ensure that you are looking at the appropriate date range, and enter new dates as necessary. Or, to review the information by Term, select a specific Term from the drop-down menu.

To view all listed transactions, click the View All link, or use the arrow buttons to view each page.

The **Past Due and Billed Balance Detail links** open the Account Summary page. This page allows students to view detailed information about charges to their account – amount due, due date, term, etc.

To view all listed transactions, click the View All link, or use the arrow buttons to view each page.

**Account Activity**

### Summary of Changes by Due Date

- **Due Date**
- **Due Amount**
- **Running Total**

<table>
<thead>
<tr>
<th>Due Date</th>
<th>Due Amount</th>
<th>Running Total</th>
</tr>
</thead>
<tbody>
<tr>
<td>09/29/2013</td>
<td>1,287.00</td>
<td>22,022.00</td>
</tr>
<tr>
<td>04/09/2013</td>
<td>200.00</td>
<td>23,222.00</td>
</tr>
<tr>
<td>04/09/2013</td>
<td>490.00</td>
<td>23,712.00</td>
</tr>
<tr>
<td>04/09/2013</td>
<td>1,287.00</td>
<td>24,999.00</td>
</tr>
<tr>
<td>04/09/2013</td>
<td>21,844.00</td>
<td>22,022.00</td>
</tr>
</tbody>
</table>

**Currency used is US Dollar.**

**Account Summary**

Following is a Running Total summary by due date of the charges and debits that you owe. Review either the Details by Due Date table or the Details by Charge table to see the specific charges.

**Details by Due Date**

- Currency used is US Dollar.

**Details by Charge**

- Currency used is US Dollar.

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Tufts eBill:

The Manage my eBill & eRefund Account and Make Payment links in the middle of the Bills & Balances section open the Sallie Mae Tufts eBill & eRefund page in a new tab or window. This page allows students to make online ACH payments from both checking and savings accounts.

Facts about using Tufts eBill:

- Single Sign-on: Since you will have already logged in to SIS, you will not need to log in to Tufts eBill – your information will be securely passed along to the site.
- If you have used the Tufts eBill & eRefund system for previous semesters, you will already be enrolled in the system and ready to view eBills and make payments.
- If you have not used the system before, you will need to enroll and enter banking information to make a payment.
- Your eCheck must be in U.S. Dollars ($) and drawn on a United States Bank. Online ACH payments are posted in real time to your student account.
- Tufts eBill stores your online payment and eBill history for up to 2 years.
- Tufts University students must enroll themselves in Tufts eBill. However, they may invite others (ex: Parents/Guardians) to view and/or pay their eBill.
- To receive electronic bills, you must be currently enrolled at Tufts.
- To receive a refund of any overpayment on your student account, you must enroll in Tufts eRefund and select a refund method. Failure to select a refund method will delay receipt of any refund.

Payment Plans:

To enroll in a payment plan, click on the Payment Plan link at the bottom of the Bills & Balances box. The Tufts University Tuition Payment Plan page will appear in a new tab or window. Click on the link for your school, then select the appropriate link (Enroll in a plan for the first time, Renew your payment plan enrollment, enroll in a different plan, etc.).

Note: In the Have Questions section on the right, there are informative links about payment plans and the enrollment process. Prior to enrollment, you may wish to review the information provided here.

Medical Insurance Waiver

Review the Medical Insurance Waiver line item to determine whether you have waived your insurance. If you have not waived your insurance, a Submit Waiver link will appear, followed by a red exclamation mark. If you have already submitted your insurance waiver, a Waived link will appear, followed by a green check mark.

Waiving your Medical Insurance

Massachusetts State Law requires that students have health insurance coverage. If you are covered under a comprehensive plan, then you may be entitled to waive the university health insurance plan beginning in June. To waive your health insurance, click the Submit Waiver link and follow the steps detailed below. Note that the Insurance Waiver page can also be found by selecting “Waive Health Insurance” in the Request Tab drop-down menu at the top of your SIS Homepage. Please have your Insurance Plan Information available.

(Continued on Page 3)
Thoroughly review the conditions on the Alternate Coverage page and select the Yes or No radio button as appropriate. Then click next.

Based on your responses, the system will determine whether you are eligible to waive your insurance at this time.

If you are eligible to waive your insurance, the Alternate Coverage Information page will appear. Enter your insurance plan information. Read the statement below and, if you agree, select the checkbox and click Submit.

A confirmation screen will appear. Review for any notes.

**Title IV Authorization**

Review the Title IV Authorization line item to determine whether you have granted Tufts Title IV Authorization. If you have not, a Not Received link will appear, followed by a red exclamation mark. If you have already granted Title IV permissions, a Completed link will appear, followed by a green check mark.

For more information about granting Title IV Authorization, please see the Financial Aid in SIS Quick Guide which can be found at [http://sites.tufts.edu/sisproject/students/](http://sites.tufts.edu/sisproject/students/).
Current Meal Plan

Review the Current Meal Plan line item to determine in which meal plan you are currently enrolled.

To select a meal plan, click on the link following the Current Meal Plan line item. The Meal Plan Term Selection page will appear.

Note: You can change your meal plan via iSIS once every 24 hours.

Click CONTINUE.

From the drop-down menu, select the Meal Plan to which you wish to change.

Then click Submit.

The Submit Meal Plan Change Confirmation Page will appear. For any issues, contact Tufts’ Dining Services (http://dining.tufts.edu/contact/)

Additional Links:

- University Bursar
- Payment plan
- 1098T
- JumboCash

The links at the bottom of the Bills & Balances section will open up outside websites in new tabs or windows.

- **University Bursar**: Opens the Tufts University Bursar page.
- **Payment Plan**: Opens the Page for the Tufts University Tuition Payment Plan (See page 2 for more information).
- **1098T**: Opens the Vangent TRA Service page to view your most recent 1098T Form.
- **JumboCash**: Opens the Tufts JumboCash page, where you can manage your JumboCash account.

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