IMPORTANT INFORMATION ABOUT JANUARY TERM 2015—“J-TERM”

January Term 2015 is a “stand-alone term” which means it is separate from and not associated or linked to spring semester 2015. Classes begin Monday, January 5, 2015 and end Friday, January 23, 2015.

Financial Aid Office, Moot Hall 230
- For Financial Aid processing only, the J-Term is considered part of the spring 2015 term. Visit the J-Term Aid website at [http://financialaid.buffalostate.edu/j-term-aid](http://financialaid.buffalostate.edu/j-term-aid) for additional information.
- If you are attending J-Term, you must submit the 2015 J-Term Aid Application to apply for aid. The application will be available on November 5, 2014 and can be found at this location: [http://financialaid.buffalostate.edu/forms](http://financialaid.buffalostate.edu/forms).
- You must have filed the 2014-2015 Free Application for Federal Student Aid (FAFSA) before your January Term aid eligibility will be reviewed.
- You must be registered for all the courses for which you intend to enroll before submitting the J-Term Aid Application. The **deadline to submit the J-Term Application is Friday, January 9, 2015**.
- You will only be eligible to borrow a Federal Direct Stafford Loan if you have not used your full annual loan eligibility in 2014-2015 and are enrolled in at least six credits between J-Term and spring. We will award the loan based on the additional charges associated with January Term.
- Students who do not have 2014-2015 Federal Direct Stafford Loan eligibility remaining may ask their parent to consider applying for a Federal Direct PLUS loan (parents of dependent students only) or you may consider applying for a private alternative loan to help cover J-Term charges. For more information about parent and private loans, visit [http://financialaid.buffalostate.edu/private-loans](http://financialaid.buffalostate.edu/private-loans). You are reminded to always borrow conservatively.
- Textbook Deferments are **not** available during the J-Term.
- Federal Satisfactory Academic Progress (SAP) standards will **not** be updated after J-Term grades are posted.
- Non-matriculated students are ineligible for federal financial aid.
- Contact info for Financial Aid: phone 716-878-4902 or email finaid@buffalostate.edu.

Registrar’s Office, Moot Hall 210
- January Term deadlines:
  - January 6, 2015—registration ends in Banner at 11:59pm.
  - January 6, 2015—all independent study, projects, and course-by-contract applications must be turned into the Registrar’s Office for both undergraduate and graduate students.
  - January 16, 2015—online course withdrawals and pass/fail applications.
  - January 22, 2015—leaves of absence other than medical and withdrawal from college.
• Degrees will be awarded at the end of January Term. Students who will complete their degree requirements by the end of January Term can now apply for graduation. Undergraduate students can apply for January graduation by printing and completing the application form which is located on the Registrar’s office website at [http://www.buffalostate.edu/registrar/documents/degap.pdf](http://www.buffalostate.edu/registrar/documents/degap.pdf) and submitting the form to the Registrar’s Office. Graduate School students should visit the Graduate School website at [http://www.buffalostate.edu/graduateschool/graduation.xml](http://www.buffalostate.edu/graduateschool/graduation.xml).

• If you are taking a hybrid or online course, you must know how to access and use BLACKBOARD.
  - View BLACKBOARD instructions at [http://www.buffalostate.edu/offices/ir/blackboard.html](http://www.buffalostate.edu/offices/ir/blackboard.html).
  - If you have logon issues please contact the Computing Help Desk at 716-878-4357 or chd@buffalostate.edu.

• Contact info for Registrar’s Office: phone 716-878-4811 or email at regofc@buffalostate.edu

• For registrar’s office inquiries, view their website at [http://www.buffalostate.edu/registrar/](http://www.buffalostate.edu/registrar/)

**Student Accounts Office, Moot Hall 260**

• Tuition and fees for January Term will not be combined with tuition and fees for the Spring 2015 semester.

• Tuition and fee charges for J-Term 2015 will be viewable in Banner beginning December 10, 2014. If enrolled in both J-Term 2015 and spring semester 2015, you are responsible for remitting appropriate payment for each term by the due date.

• Electronic bills (eBills) are now the exclusive billing method for student account balances. Paper bills are not available. Billing notifications are sent to your Buffalo State student email account.

• Log into Banner Student self-service (view/pay bill link) to access safe and convenient web payment, create authorized user accounts, and auto debit payment plan options.

• J-Term due date is January 8, 2015.

• Spring 2015 Semester due date is January 22, 2015.

• Failure to attend classes does not change the payment due or entitle you to a refund. To cancel the liability for registration, you must officially drop courses in Banner by the last day of the drop/add period.

• J-Term tuition and fees are assessed per credit hour.

• Spring 2015 Semester tuition and fees are assessed per credit hour for 1-11 enrolled hours and full-time flat rate for 12 or more credit hours.

• Additional information available for:
  ✓ Undergraduate students at [http://www.buffalostate.edu/studentaccounts/x543.xml](http://www.buffalostate.edu/studentaccounts/x543.xml)
  ✓ Graduate students at [http://www.buffalostate.edu/studentaccounts/x544.xml](http://www.buffalostate.edu/studentaccounts/x544.xml)

• For student accounts inquiries, view their website at [http://www.buffalostate.edu/studentaccounts](http://www.buffalostate.edu/studentaccounts)

• Contact info for Student Accounts: phone 716-878-4121 or email stuaccts@buffalostate.edu

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