Fall 2016 Student Resource

The following information is provided by the Financial Aid, Student Accounts, and Registrar Offices at SUNY Buffalo State

**Important Dates**

<table>
<thead>
<tr>
<th>Classes Begin</th>
<th>Last Day for Drop/ Add</th>
<th>Undergraduate Degree Application</th>
<th>Mid Term Grading Closes</th>
<th>Withdrawal Deadline</th>
<th>Critique and Evaluation Period</th>
<th>Final Day of Fall Semester</th>
<th>Grades Submitted</th>
</tr>
</thead>
</table>

*This is the last date a student can drop a class and not have it appear on their academic record
**This is the last date a student can withdraw from a class and receive a “W”

There are no classes on the following dates:

<table>
<thead>
<tr>
<th>Labor Day</th>
<th>Fall Recess</th>
<th>Veteran’s Day</th>
<th>Thanksgiving Recess</th>
</tr>
</thead>
</table>

THE FOLLOWING IS VERY IMPORTANT:

There are no drops after Sept. 5. Starting Sept. 6, to leave a class you must withdraw online in Banner. Sept. 5 is the last day to leave a class without financial penalty. Your refund percentages, based on date of withdrawal, are available on the Student Accounts Refunds and Financial Liability webpage.

Other Important Reminders:

**Registrar’s Office**

- Verify your schedule in Banner (View/Print schedule) to make sure instructors or class locations haven’t changed.
- Use Schedule Planner to simplify and decrease the amount of time spent in planning your schedule.
- If you attempt to register for a class and receive a registration add error message, know what to do to resolve that issue.
- If you are on a waitlist for a course, check the schedule to see if another section has seats available. It’s always a best practice to secure a seat in a course as soon as possible, do not wait until the start of the semester.
- The Banner Student Registration Guide is a helpful reference tool.
- Answers to other registration questions may be found on the Registrar’s FAQs site.

**Financial Aid Information**

- Review Financial Aid awards via Banner and check the “Requirements” section for missing documents.
- A Textbook Deferment can be requested online via Banner or in-person (FAO or SAO) from 8/15/16 – 9/7/16.
- Health Insurance Waiver due date is 9/30/16.
- October 1, 2016 students can complete the 2017-2018 FAFSA (using 2015 federal income tax data).

**Student Accounts Office**

- Electronic bills (eBills) are the exclusive billing method for Buffalo State student account balances. E-billing notifications will be sent to your Buffalo State student email account.
- Students have ability to grant parents or others access to view/ pay their e-bill by establishing an “Authorized Payer” account in QuikPAY.
- Enroll in direct deposit if you are expecting a refund from financial aid funds

Where to Get Help

<table>
<thead>
<tr>
<th>Email</th>
<th>Phone</th>
<th>Walk Up Window</th>
<th>Hours</th>
</tr>
</thead>
<tbody>
<tr>
<td>Financial Aid</td>
<td><a href="mailto:finaid@buffalostate.edu">finaid@buffalostate.edu</a></td>
<td>(716) 878-4902</td>
<td>Moot Hall 230</td>
</tr>
<tr>
<td>Student Accounts</td>
<td><a href="mailto:stuaccts@buffalostate.edu">stuaccts@buffalostate.edu</a></td>
<td>(716) 878-4121</td>
<td>Moot Hall 260</td>
</tr>
<tr>
<td>Registrar</td>
<td><a href="mailto:Regofc@buffalostate.edu">Regofc@buffalostate.edu</a></td>
<td>(716) 878-4811</td>
<td>Moot Hall 210</td>
</tr>
</tbody>
</table>

*** Email to your Buffalo State email account is the official form of communication to students, so be sure to check it regularly!!!***