

A wide-angle photograph of a university campus. In the foreground, a large tree trunk is on the left, and a paved walkway curves across a green lawn. In the background, a large, multi-story building with a red roof and a central tower is visible, surrounded by more trees and a clear sky.

Office of Student Financial Services



Office of Student Financial Services

- Olmsted Hall – Room 105
- Phone: 812-488-2364
- Making a Payment: 812-488-2565
- Office Hours: Monday – Friday 8:00 - 5:00
- Cashier Hours: Monday – Friday 8:00 – 4:00
- Email: studentfinancialservices@evansville.edu

Information and Communications

- Once your student is registered, our office can only discuss account information with those whom your student has granted Proxy access.
- Emails are sent to your student's UE email address.
- Financial Aid communications will be sent directly to your student.
- Account Activity notification emails will be sent to students and Proxy users.
- Self-Service: 24/7 online access to student account information (view semester statements and make online payments)

Office of Student Financial Services

- **Student Financial Services Administrators**

- Process FAFSA submissions
- Administer financial aid
- Receive and process outside scholarship checks
- Process both student and parent loan requests

- **Cashiers**

- Manage billing for all UE directly-billed tuition, fees, room and meals
- Process payments including third party and 529/College Savings Plan payments
- Administer UE Monthly Payment Plans
- Process refunds when excess aid or overpayment result in a credit balance
- Cash checks (up to \$30 per day)

MyUE.evansville.edu – Self-Service

Hello, Addyson. Welcome to Colleague Self-Service!

Choose a category to get started.



Student Finance

Here you can view your latest statement and make a payment online.



Financial Aid

Here you can access financial aid data, forms, etc.



Tax Information

Here you can change your consent for e-delivery of tax information.



Employee

Here you can view your tax form consents, banking information, and timecards.



Student Planning

Here you can search for courses, plan your terms, and schedule & register your course sections.



Grades

Here you can view your grades by term.



Graduation Overview

Here you can view and submit a graduation application.

Financial Aid Self-Service Home Page

Financial Information ▾ Financial Aid ▾ Financial Aid Home

Welcome to Financial Aid Self-Service

Use Colleague Self-Service Financial Aid to request your Financial Aid package from submission to completion.

Select an Award Year: 2024

FAFSA Application
Currently, interested students should submit a FAFSA application from you for the current year. If you are interested, click on the link below to submit your FAFSA application.

[Submit a FAFSA Application](#)

- [Financial Aid Home](#)
- [Required Documents](#)
- [My Awards](#)
- [Request a New Loan](#)
- [Award Letter](#)
- [Correspondence Option](#)
- [Satisfactory Academic Progress](#)

Checklist

⚠ Action Needed	Submit a Free Application for Federal Student Aid (FAFSA)
✅ Completed	Complete required documents
🔄 In-Progress	Your application is being reviewed by the Financial Aid Office
Not Available	Review and accept your Financial Aid Award Package
Not Available	Review and sign your Financial Aid Award Letter

Resources

- [Helpful Links](#)
- [FAFSA Application](#)
- [Entrance Counseling](#)
- [Loan Agreement \(MPN\)](#)
- [PLUS Loan Application](#)
- [NSLDS Information](#)
- [Estimated Cost Calculator](#)

My Awards- Student View

Select an Award Year: [Contact Financial Aid Office](#)

You have the following Awards

Your award package assumes you will be enrolled full-time. If you enroll less than full-time, the financial aid you actually receive may be less than what is stated here. Please contact your Financial Aid counselor if you have questions about your enrollment status.

[View Disbursement Info](#)

73% Scholarships and Grants
Money you don't have to pay back **\$15,000.00**

Award	Status	Total Awarded Amount	Fall 2022	Spring 2023
UE ACES Schp View award	Accepted	\$15,000.00	\$7,500.00	\$7,500.00

27% Loans
Money you have to pay back **\$5,500.00**

Award	Status	Total Awarded Amount	Fall 2022	Spring 2023
Unsubsidized Loans Accept or Decline	Pending	\$5,500.00	\$2,750.00	\$2,750.00

Award Total

Award	Total Awarded Amount	Fall 2022	Spring 2023
Total Awards Accept or Decline All	\$20,500.00	\$10,250.00	\$10,250.00

My Awards-View Award

You have the following Awards

Your award package assumes you will be enrolled full-time. If you enroll less than full-time, the financial aid you actually receive may be less than what is stated here. Please contact your Financial Aid counselor if you have questions about your enrollment status.

[View Disbursement Info](#)

Scholarships and Grants Money you don't have to pay back		\$15,000.00		
Award	Status	Total Awarded Amount	Fall 2022	Spring 2023
^ Close UE ACES Schp	Accepted	\$15,000.00	\$7,500.00	\$7,500.00
<input checked="" type="checkbox"/> Fall 2022		\$7,500.00	^ About UE ACES Schp	
<input checked="" type="checkbox"/> Spring 2023		\$7,500.00	This University of Evansville award is renewable by meeting Satisfactory Academic Progress (SAP).	
Total		\$15,000.00		

Accept/Decline/Change Loan

Select an Award Year: [Contact Financial Aid Office](#)

You have the following Awards

Your award package assumes you will be enrolled full-time. If you enroll less than full-time, the financial aid you actually receive may be less than what is stated here. Please contact your Financial Aid counselor if you have questions about your enrollment status.

[View Disbursement Info](#)

73% Scholarships and Grants
Money you don't have to pay back **\$15,000.00**

Award	Status	Total Awarded Amount	Fall 2022	Spring 2023
UE ACES Schp View award	Accepted	\$15,000.00	\$7,500.00	\$7,500.00

27% Loans
Money you have to pay back **\$5,500.00**

Award	Status	Total Awarded Amount	Fall 2019	Spring 2020
Unsubsidized Loans Close	Pending	\$5,500.00	\$2,750.00	\$2,750.00
Direct Unsub Loan	Offered	\$5,500.00	\$2,750.00	\$2,750.00

Check the terms you will be attending.

<input checked="" type="checkbox"/> Fall 2022	\$2,750.00	<div style="border: 1px solid #007bff; padding: 5px; background-color: #e6f2ff;"> <p>i You may accept the entire loan amount, change the loan amount, or decline the entire loan amount.</p> <p>About Direct Unsub Loan</p> </div>	
<input checked="" type="checkbox"/> Spring 2023	\$2,750.00		
Total	\$5,500.00		

Reset
Decline
Accept

Self-Service Award Letter



You must accept or decline all your awards before accepting your award letter.

2022-23 Academic Year

\$20,500.00

[Award Letter](#)

UNIVERSITY OF EVANSVILLE

Ace Purple
1800 Lincoln Avenue
Evansville, IN 47722

Date: 06/15/2022
Student ID: 0000000
Award Year: 2022-23 Academic Year

Dear Ace,

We are pleased to offer you the financial aid listed based on the most recent FAFSA information received, and the housing and enrollment status shown below.

Housing Status: Fall: On Campus..... Spring: On Campus

Enrollment Status: Fall: Full-Time..... Spring: Full-Time

Awards	Total Aid	Fall	Spring
Gift Assistance			
UE ACES Schp	\$15,000.00	\$7,500.00	\$7,500.00
Self-Help Awards			
Direct Unsub Loan	\$5,500.00	\$2,750.00	\$2,750.00
Total	\$20,500.00	\$10,250.00	\$10,250.00

The standard Cost of Attendance (COA) for a student living on campus is \$53,676. The COA is an estimate of the directly-billed charges plus allowances for books, transportation, and miscellaneous expenses. Your financial aid is based on this COA and your EFC of \$493,451 as determined by the FAFSA. Changes to your FAFSA, housing, enrollment choices, or receipt of outside scholarship(s) may result in a revision to your aid eligibility. Please contact the Office of Financial Aid if you have any questions.

Satisfactory Academic Progress Status

Notifications 0

✓ You are currently making satisfactory academic progress. Please contact your Financial Aid Counselor if you need further assistance.

SAP Status

Date Reviewed: 06/04/2021

SAP Details

Evaluation Period:	Ending Spring 2021	✓ Maximum Credits Allowed	180.00
Program:	BS Neuroscience	✓ Credit Hours Attempted	113.00
SAP Status:	✓ Satisfactory	✓ Credit Hours Completed	99.00
What does Satisfactory Academic Progress mean?		✓ Grade Point Average	3.659
		✓ Completion Percentage	87.61%

Financial Aid Counselor

Office of Student Financial Services

[800-424-8634](tel:800-424-8634)
[Contact Financial Aid Office](#)

SAP History

Evaluation Period	SAP Status
Ending 2018/SU	Satisfactory >
Ending 2018/SP	Satisfactory >


Purchasing Books and Supplies

- Students can reserve books through the UE Bookstore and charge their purchase to their student account (up to \$1,000 per semester).
- Beginning August 15th students with a credit as the result of excess financial aid are free to access that credit to make unrestricted bookstore purchases.
- *Students must show a valid UE ID for account charge*

Refunds

- Student should confirm that all *Financial Aid Self-Service* 'Checklist' items are complete.

 Action Needed [Complete Direct Loan Entrance Counseling](#)

 Action Needed [Sign a Direct Loan Master Promissory Note](#)

- Refunds from excess financial aid, including federal loans, will be processed automatically during the first 14 days of the semester.
- To receive refunds via direct deposit, students must enter bank information on WebAdvisor.

WebAdvisor

<https://webadvisor.evansville.edu>

AceLink
Ace's Place
Payment Plan Application

UNIVERSITY OF
EVANSVILLE
EST. 1858

Help Desk
Contact Us
UE Information Privacy Statement

Find us on
Facebook

**login to
webadvisor**

the university resource
for students, parents,
faculty and employees.

login

**webadvisor
help**

what is webadvisor?
what is my user id?
what is my password?

more

UE IM CHAMPION

WebAdvisor - Log In


UNIVERSITY OF EVANSVILLE

LOG IN | MAIN MENU | CONTACT US

Welcome Guest!

Log In

[I'm new to WebAdvisor](#) | [What's my User ID?](#) | [Reset my password](#)



User ID

Password

Hint

SUBMIT

University of Evansville | [AceLink](#) | [Help Desk](#)

LOG IN | MAIN MENU | CONTACT US

WebAdvisor
POWERED BY DATATEL

WebAdvisor - Main Menu

UNIVERSITY OF EVANSVILLE
EST 1858

Mon Jun 8 09:44:53 CDT 2015

[LOG OUT](#) | [MAIN MENU](#) | [CONTACT US](#)

Welcome Rebecca!

WebAdvisor is the University's online tool for:

- Prospective, Incoming, Current and Former Students
- Parents or Guardians of Current Students
- Faculty, Staff and Administrators of UE

Please select the appropriate point of entry to the right.

The University strives to remain in compliance with the Family Education Responsibility and Privacy Act (FERPA). Faculty, Administrators and Staff are urged to make themselves aware of FERPA compliance by reviewing the FERPA link within their WebAdvisor menus.

main menu

 Accepted Students	 Incoming Students	 Students
 Faculty	 Employees	 Aspen Users
 Vendors	 Advisors	 Parents

[University of Evansville](#) | [AceLink](#) | [Help Desk](#) | [Account Information](#) | [UE Payment Plan Application](#)

[LOG OUT](#) | [MAIN MENU](#) | [CONTACT US](#)

WebAdvisor
POWERED BY DATATEL

Refund - Bank Information

General Info

[Change Password \(Acelink\)](#)
[Self-Service Emergency Contacts](#)
[Contact Information \(Self-Service\)](#)
[Addresses on File - Self-Service](#)
[New Maintenance Work Order](#)
[My Maintenance Work Orders](#)
[Expired LiveText Account? Click here to renew.](#)
[My LiveText Key Code](#)
[Ace Alerts Setup](#)
[UE Policy Prohibiting Sexual Misconduct - Students](#)

Student Financial Services

[HERRF Distribution - Bank Information](#)
[Account Activity Self-Service](#)
[Make a Payment Self-Service](#)
[UE Payment Plan Application](#)
[Bank Information \(U.S.\)](#)
[Financial Aid Self-Service](#)



Housing and Meal Plans

[Residence Life - Contract Addendum 2020 Fall](#)
[Housing and Meal Plan Registration - Self-Service](#)

Course Information

[Search for Sections](#)
[Manage My Waitlist](#)

Academic Profile

[Student Planning in Self-Service](#)
[My Honors Activity](#)
[Honors Event Registration](#)

Student Employment

[Campus Employment Tips for Students](#)
[Student Employment Positions Listing - All Positions / All Departments](#)
[Required Employment Forms](#)
[Student Employment Applications](#)
[Late Timesheet Payment Request Form](#)
[Student Employment Pay Schedule](#)
[Student Employment Guidelines](#)
[First Job Internship Guidelines](#)

Ace Answers!

[Ace Answers - Make Every Opinion Count!](#)
[Campus Conduct Hotline - \(866\) 943-5787](#)

Employee Profile

[Leave Plan Summary](#)
[Pay Advices](#)
[Current Benefits](#)
[Benefits Enrollment Online](#)
[Historical W-2 Statements](#)
[Employee Self-Service](#)

UE TimeOnline

[Time entry](#)
[Instructions for Employees PDF](#)
[UE TimeOnline Instructions for Employees VIDEO](#)
[Time history](#)
[Time approval \(for supervisors\)](#)
[Instructions for Supervisors PDF](#)
[UE TimeOnline Instructions for Supervisors VIDEO](#)
[Employee history \(for supervisors\)](#)

Student Activities

[Volunteer Hour Entry](#)
[Volunteer Activity](#)
[Waivers for Student Club Activities](#)
[My Transmittal Receipts](#)

Proxy and Parents Information

[My Proxy Users](#)

Student Workers

[Admin View of Volunteer Act](#)
[Student's Room Roster](#)
[My Calling Campaigns](#)
[Honors Menu](#)
[My Transmittal Receipts](#)
[Budget Selection](#)
[Budget Summary](#)

Add Bank Information

UNIVERSITY OF EVANSVILLE
EST. 1834 Civic Mission... Sacred Trust

[CHANGE PASSWORD](#) | [LOG OUT](#) | [MAIN MENU](#) | [STUDENTS MENU](#) | [HELP](#) | [CONTACT US](#)

CURRENT STUDENTS Welcome Rebecca!

Bank Information (U.S.)

Choose One	Bank	Routing Number	Bank Account Number	Account Type	Effective Date
<input type="checkbox"/>	Default Bank Account Information				

[CHANGE PASSWORD](#) | [LOG OUT](#) | [MAIN MENU](#) | [STUDENTS MENU](#) | [HELP](#) | [CONTACT US](#)

R18_Test

WebAdvisor
POWERED BY DATATEL

Submit Bank Information

Used for student refunds only!

Bank information entered here is for student refunds and will not affect the bank information on record for HR purposes.
Please fill in all fields.

Bank **Routing Number** **Bank Account Number**

Default Bank Account Information

Routing Number

Re-Enter Routing Number

Bank Account Number

Re-Enter Bank Account Number

Account Type ▾

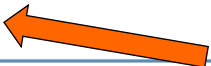
Effective Date

Confirmation E-Mail Address bh9@evansville.edu

Terms and Conditions

I certify the information provided on this form is correct and that I am an authorized signer of the account provided for direct deposit transactions and am entitled to provide this authorization. I hereby authorize the University of Evansville to initiate electronic credit entries, and if necessary, debit entries or adjustments to correct any deposit errors to the checking or savings account at the financial institution listed above and I authorize the Depository Financial Institution to accept these entries. These authorizations are to become effective as soon as possible, and remain in full force until the University of Evansville has received written change or cancellation notification in such time and in such manner to afford the University of Evansville a reasonable opportunity to act upon the change or cancellation.

I Agree



SUBMIT

Self-Service Proxy Access

- Parents or others who have been granted access will be assigned their own unique username and password and will receive email reminders when semester statements are available for viewing.
- Students who choose not to grant Proxy access are responsible for providing copies of their electronic billing statements to parents.

Grant Proxy Access

The following links may display confidential information.

General Info

[Change Password \(Acelink\)](#)
[Self-Service Emergency Contacts](#)
[Contact Information \(Self-Service\)](#)
[Addresses on File - Self-Service](#)
[New Maintenance Work Order](#)
[My Maintenance Work Orders](#)
[Expired LiveText Account? Click here to renew](#)
[My LiveText Key Code](#)
[Ace Alerts Setup](#)
[UE Policy Prohibiting Sexual Misconduct - Students](#)

Student Financial Services

[HEERF Distribution - Bank Information](#)
[Account Activity Self-Service](#)
[Make a Payment Self-Service](#)
[UE Payment Plan Application](#)
[Bank Information \(U.S.\)](#)
[Financial Aid Self-Service](#)

Housing and Meal Plans

[Residence Life - Contract Addendum 2020 Fall](#)
[Housing and Meal Plan Registration - Self-Service](#)

Course Information

[Search for Sections](#)
[Manage My Waitlist](#)

Academic Profile

[Student Planning in Self-Service](#)
[My Honors Activity](#)
[Honors Event Registration](#)

Student Employment

[Campus Employment Tips for Students](#)
[Student Employment Positions Listing - All Positions / All Departments](#)
[Required Employment Forms](#)
[Student Employment Applications](#)
[Late Timesheet Payment Request Form](#)
[Student Employment Pay Schedule](#)
[Student Employment Guidelines](#)
[First Job Internship Guidelines](#)

Ace Answers!

[Ace Answers - Make Every Opinion Count!](#)
[Campus Conduct Hotline - \(866\) 843-5787](#)

Employee Profile

[Leave Plan Summary](#)
[Pay Advices](#)
[Current Benefits](#)
[Benefits Enrollment Online](#)
[Historical W-2 Statements](#)
[Employee Self-Service](#)

UE TimeOnline

[Time entry](#)
[Instructions for Employees PDF](#)
[UE TimeOnline Instructions for Employees VIDEO](#)
[Time history](#)
[Time approval \(for supervisors\)](#)
[Instructions for Supervisors PDF](#)
[UE TimeOnline Instructions for Supervisors VIDEO](#)
[Employee history \(for supervisors\)](#)

Student Activities

[Volunteer Hour Entry](#)
[Volunteer Activity](#)
[Waivers for Student Club Activities](#)
[My Transmittal Receipts](#)

Proxy and Parents Information

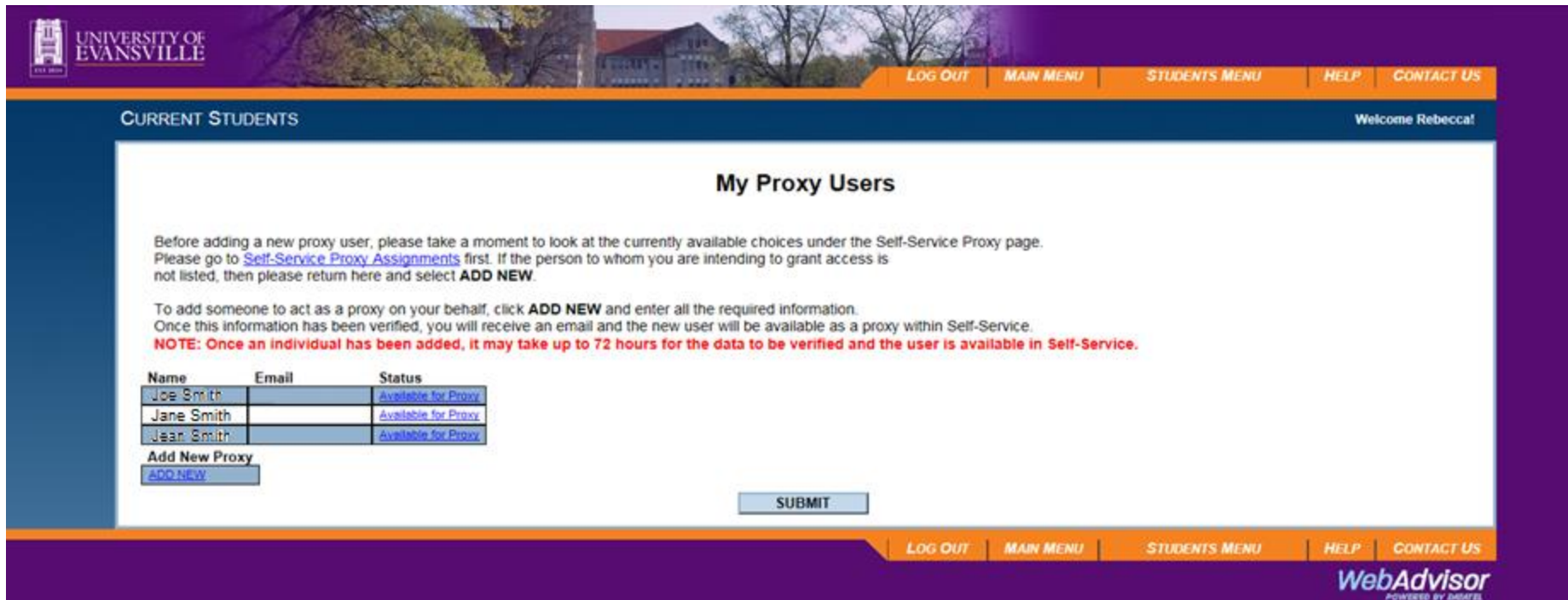
[My Proxy Users](#)

Student Workers

[Admin View of Volunteer Act](#)
[Student's Room Roster](#)
[My Calling Campaigns](#)
[Honors Menu](#)
[My Transmittal Receipts](#)
[Budget Selection](#)
[Budget Summary](#)



My Proxy Users



The screenshot shows the 'My Proxy Users' page on the University of Evansville website. The page has a purple header with the university logo and navigation links. The main content area is white with a blue border. It contains instructions on how to add proxy users and a table of existing users. A 'SUBMIT' button is located at the bottom of the main content area.

UNIVERSITY OF EVANSVILLE

LOG OUT | MAIN MENU | STUDENTS MENU | HELP | CONTACT US

CURRENT STUDENTS Welcome Rebecca!

My Proxy Users

Before adding a new proxy user, please take a moment to look at the currently available choices under the Self-Service Proxy page. Please go to [Self-Service Proxy Assignments](#) first. If the person to whom you are intending to grant access is not listed, then please return here and select **ADD NEW**.

To add someone to act as a proxy on your behalf, click **ADD NEW** and enter all the required information. Once this information has been verified, you will receive an email and the new user will be available as a proxy within Self-Service.

NOTE: Once an individual has been added, it may take up to 72 hours for the data to be verified and the user is available in Self-Service.

Name	Email	Status
Joe Smith		Available for Proxy
Jane Smith		Available for Proxy
Jean Smith		Available for Proxy

Add New Proxy
[ADD NEW](#)

LOG OUT | MAIN MENU | STUDENTS MENU | HELP | CONTACT US

WebAdvisor
POWERED BY DIGITAL

Add A Proxy



CURRENT STUDENTS

Welcome Rebecca!

Enter Proxy Information

* = Required

First Name*	Last Name*	
<input type="text"/>	<input type="text"/>	
Email Address*		
<input type="text"/>		
Confirm Email Address*		
<input type="text"/>		
Birth Date*	Home Phone Number*	Relation Type*
<input type="text" value="MM/DD/YYYY"/>	<input type="text"/>	<input type="text" value="Parent"/>
Home Address*		
<input type="text"/>		
<input type="text"/>		
<input type="text"/>		
<input type="text"/>		
City*	State	Zip
<input type="text"/>	<input type="text"/>	<input type="text"/>
Country (PLEASE LEAVE BLANK IF 'US')		
<input type="text"/>		

ACCEPT

Select a Proxy (from list)

The screenshot shows a web application interface with a purple header and a light purple background. At the top left, there is a "Home" link. Below it, the page title is "Person Proxy". Underneath, there is a section titled "Active Proxies" which contains a light blue informational message: "You do not have any designated proxies. Add one now to allow another self-service user to view or edit your account." Below this message is a section titled "Add a Proxy". Underneath that, there is a "Select a Proxy" label and a dropdown menu. The dropdown menu is currently open, showing two options: "Please Select" (highlighted in blue) and "Mr. Joe Smith".

Proxy Self-Service Sign In

<https://selfservice.evansville.edu>



Sign in


Enter your user name and password to sign in.





Selecting Your Student

Person Proxy

Welcome to Colleague Self-Service! Select a user:

 Proxyuser Name You

 Student1 Name Click on the student to view the student's information. Do not click on yourself - the information is all in the student's name.

 Student2 Name After selecting the student, click "Continue"

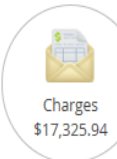
Proxy View – Student Record

The screenshot displays the 'Colleague Self-Service' interface. At the top, a green header bar contains the text 'JoAnn acting on behalf of Lindsey' and a 'Change User' button, with an orange arrow pointing to the button. Below the header, a grey bar displays a welcome message: 'Hello, Lindsey. Welcome to Colleague Self-Service!' and 'Choose a category to get started.' Two main service tiles are visible: 'Student Finance' (with a dollar sign icon) and 'Financial Aid' (with a dollar sign icon). Orange arrows point to the 'Change User' button, the 'Student Finance' tile, and the 'Financial Aid' tile. The footer contains the University of Evansville logo and copyright information: '© 2000-2017 Ellucian Company L.P. and its affiliates. All rights reserved. [Privacy](#)'.

Summary By Term

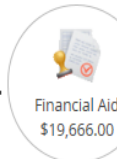
[Change User](#)

Term:



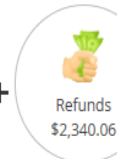
Charges
\$17,325.94

-



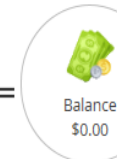
Financial Aid
\$19,666.00

+




Refunds
\$2,340.06

=




Balance
\$0.00


[Expand All](#)



[View Statement](#)



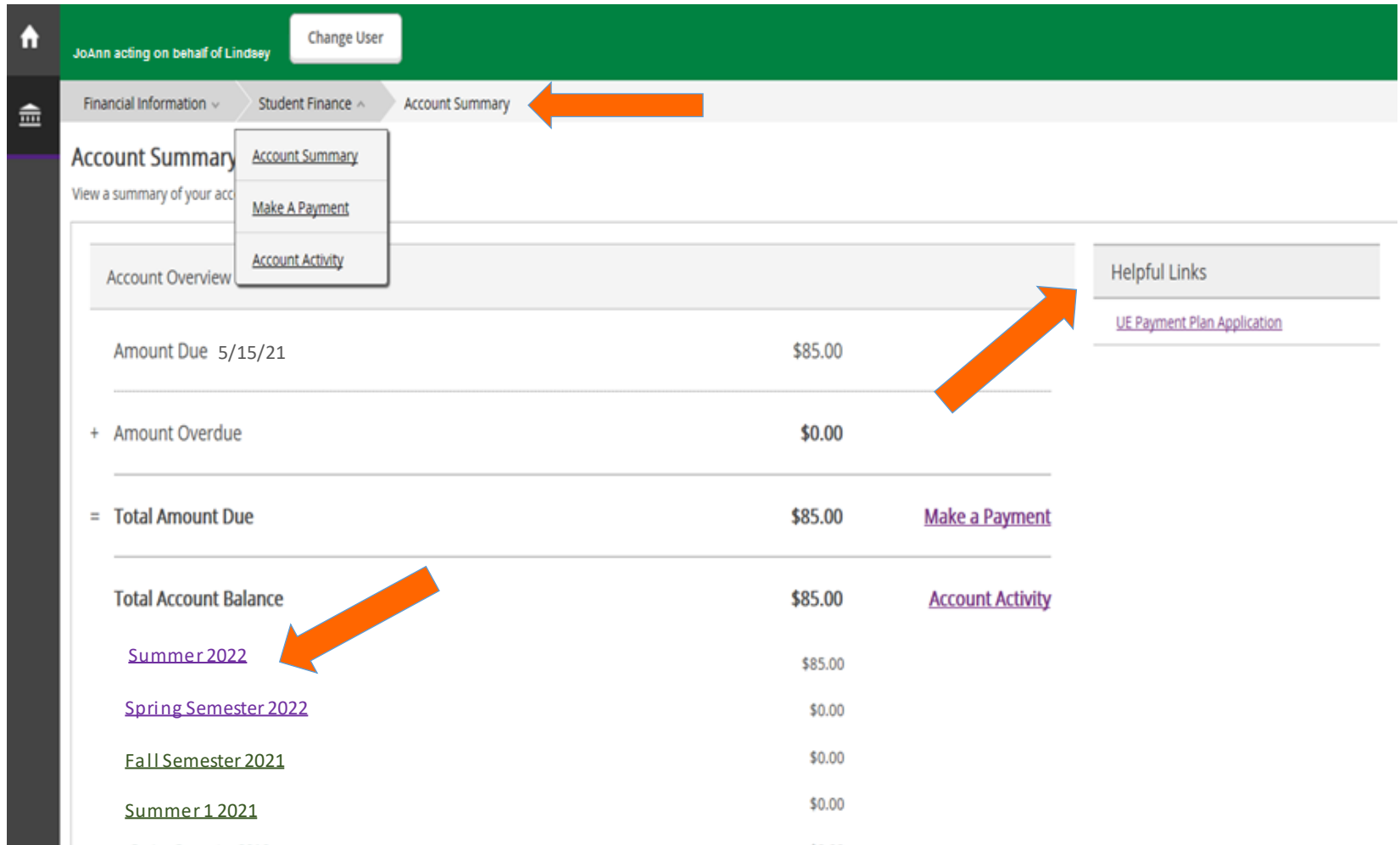
[Email Statement](#)



STUDENT VIEW ONLY

<div style="display: flex; justify-content: space-between;"> Charges \$17,325.94 </div>
<div style="display: flex; justify-content: space-between;"> Financial Aid \$19,666.00 </div>
<div style="display: flex; justify-content: space-between;"> Refunds \$2,340.06 </div>
<div style="display: flex; justify-content: space-between;"> Balance \$0.00 </div>

Account Summary



JoAnn acting on behalf of Lindsey [Change User](#)

Financial Information > Student Finance > **Account Summary**

Account Summary
View a summary of your account

- [Account Summary](#)
- [Make A Payment](#)
- [Account Activity](#)

Account Overview

Amount Due 5/15/21	\$85.00	
+ Amount Overdue	\$0.00	
= Total Amount Due	\$85.00	Make a Payment
Total Account Balance	\$85.00	Account Activity
Summer 2022	\$85.00	
Spring Semester 2022	\$0.00	
Fall Semester 2021	\$0.00	
Summer 1 2021	\$0.00	

Helpful Links
[UE Payment Plan Application](#)

Charges You Should See

- **Full-time Tuition and Fees**
- **On-Campus Students:**
 - **Housing and Meal Plan Charges**
- **SOAR Fee**
- **Other possible charges (depending on actual registration):**
 - **Course fees (Art, Biology Lab, etc.)**
 - **Applied Music fee**

Credits And Payments You Should See

- **\$200.00 from Admission deposit**
- **Pending UE, Federal, and State gift aid**
- **Pending PLUS or Direct Loans that have been accepted and for which the MPN and Entrance Counseling is complete**
- **Pending Private Loans that have been certified**
- **Outside scholarships that have been received in the Office of Student Financial Services**

Credits You Will Not See

- **Work-Study:** Earnings will be processed through regular bi-weekly payroll after student has been hired. Students can choose to have earnings applied as payment on their student account or as a direct deposit in a personal bank account (or combination).
- **Miscellaneous outside scholarships not yet received in the Office of Student Financial Services or those given directly to the student.**

Billing Email Reminders (Student And Proxy)

Dear Stephanie,

Your most recent University of Evansville billing statement is available through *Student Finance Self-Service*.

Students: To view the most current account information, access *Student Finance Self-Service* through the [MyUE](#) portal.

Parents and other Proxy: To view the most current account information, access [Self Service](#). Enter your unique Proxy username and password, choose the accountholder's (**student**) name and select *Student Finance/Account Activity*.

If expected financial aid is missing from the statement, please view the *Financial Aid Self-Service Checklist* to determine if additional steps are required to finalize aid.

Specific questions may be directed to the following areas:

- Student Financial Services: 812-488-2364
- Cashier/Make a Payment: 812-488-2565
- Residence Life: 812-488-2956
- Registrar: 812-488-2601

Paper statements are not mailed to the home address. If a student chooses to share a billing statement with anyone not granted Proxy access, the statement may be printed or emailed from *Student Finance Self-Service*.

File your FAFSA at fafsa.gov for maximum financial aid eligibility!

Payment Methods and Options

- **Payment Methods:**
 - Cash (limit \$1,000 per semester)
 - Check or e-check
 - Automatic debit from checking or savings account
 - Bank wires (domestic and international)
 - Credit card (Visa, Mastercard, Discover and American Express)
 - *Credit card payments are subject to a 2.5% service fee*
- **Payment Options:**
 - One-Payment Option
 - Two-Payment Option
 - UE Payment Plan

Payment Options

- **One-Payment (per semester):**

- **Fall semester:** balance is due in full by August 15
- **Spring semester:** balance is due in full by December 15

- **Two-Payments (per semester):**

This option allows you to make a minimum payment of at least one-half of the semester's balance by the term due date.

- **Fall semester:**

- 50% of term balance due by August 15
- Remaining balance due by September 15*

- **Spring semester:**

- 50% of term balance due by December 15
- Remaining balance due by January 15*

*Please note that a 1.5% finance charge is assessed on the balance of the 2nd payment and monthly thereafter on any outstanding balance.

UE Payment Plans

www.evansville.edu/payments

- Online Payment Plan Application
- Payments are calculated on the total semester charges minus finalized financial aid
- Net fall semester cost is divided by the number of monthly payments you choose: 5 (if beginning in July) or 4 (if beginning in August) with an option for automatic renewal (10 or 8) for the spring semester.
- No monthly finance charges
- Payment Plan Fee:
 - ACH - automatic withdrawal from checking or savings on the 15th of the month \$40 (semester)/\$80 (annual)
 - Non-ACH - due on the 15th of the month; in person, by mail, or online through Self-Service: \$50 (semester)/\$100 (annual)
- 5 grace days – coupon payments received after the 20th day of the month will be assessed a late payment fee of \$18.00

UE Payment Plan Application and Cost Calculator

www.evansville.edu/payments

Cost Calculators and UE Payment Plan Application

Cost Calculators

The University of Evansville's Cost Calculators will help you calculate an estimate of your directly-billed charges and any remaining balance you may owe the University. The calculator also serves as the UE Monthly Payment Plan application. To use this customizable tool, select from the options below.

In order for students to be provided a more accurate notification of their aid eligibility from the Office of Student Financial Services, they should apply for admission and complete the Free Application for Federal Student Aid (FAFSA) at fafsa.gov.

2021-2022

2022-2023

Direct Costs	Fall 2022	Spring 2023	Annual
Enrollment	None	None	
Tuition	0	0	0
Full-time Fees	0	0	0
Part-time Fees	0	0	0

Payment Plan Adjustments and Notifications

- Plan re-budgeted monthly (or anytime by request)
 - Common adjustments:
 - **Credits** - outside scholarships received by the school, or work-study earnings applied directly to the student account
 - **Charges** – books and supplies, Applied Music fees, lab fees or fraternity dues
- Payment adjustment notification: Account holder is notified by email when monthly payment is updated.

MAKE A PAYMENT

JoAnn acting on behalf of Lindsey Change User

Financial Information Student Finance Make A Payment

Make a Payment

Select the items that you would like to pay and Choose a Payment Method below

Total Payment : \$85.00

[Collapse All](#)

Choose a Payment Method

American Express Payment

Discover Payment

Electronic Check Payment

MasterCard Payment

Visa Payment

[Proceed to Payment](#)


SELECT PAY METHOD HERE

Please Note: Amounts Due may include credit amounts.

^ "Fall 2022" \$85.00


Select	Item	Payment Group	Date Due	Amount Due	Amount to Pay
<input checked="" type="checkbox"/>	Student Receivables	WEB	8/15/2022	\$85.00	\$ <input type="text" value="85.00"/>
Total Amount Due					\$85.00


[Top of page](#)



© 2000-2017 Ellucian Company L.P. and its affiliates. All rights reserved. [Privacy](#)

PAYMENT REVIEW

 JoAnn acting on behalf of Lindsey [Change User](#)

 Financial Information ▾ [Student Finance ▾](#) [Make A Payment](#)

Payment Review


Review your Payment Information below

Payment Review

You have chosen to pay the items below. If you agree to pay these items, click the Pay Now button. You will be taken to a secure web site to enter your payment information.

Payment Information	
Item	Amount
Student Receivables	\$85.00
CC Service Fee	\$2.13
Total Payment Amount	\$87.13

Payment Method: MasterCard Payment

 [Pay Now](#)

Spring Registration

Early November

- Please note: Future registration requires that students have a balance below \$500 in the most recent term or be current on a monthly payment plan.



QUESTIONS?