

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 8-5
- Cashier Hours: Monday – Friday 8-4
- Email: studentfinancialservices@evansville.edu

Information and Communications

- Once a student is registered, our office can only discuss account information with those whom the student has granted Proxy access.
- Emails are sent to the student's UE email address.
- Financial Aid communications will be sent directly to the 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)

Self-Service Proxy Access

- Proxy 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 others.
- Account Activity notification emails and billing reminders will be emailed to the student and their Proxy.


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

The screenshot shows the Financial Aid Self-Service Home Page. At the top, there is a breadcrumb trail: [Daily Work](#) · [Financial Aid Counseling](#) · [Financial Aid Home \(Admin\)](#). A purple arrow points to the 'Financial Aid Home (Admin)' link. Below the breadcrumb is a navigation menu with the following items: Financial Aid Home (Admin), Required Documents (Admin), My Awards (Admin), Report/View Outside Awards (Admin), Request a New Loan (Admin), Offer Letter (Admin), College Financing Plan (Admin), Correspondence Option (Admin), and Satisfactory Academic Progress (Admin). The main content area features a notification: 'Your Financial Aid Package is now ready!' with a sub-message 'Your financial aid award package is now ready for your review and acceptance.' and a link to 'Review and accept your Financial Aid Award Package'. Below the notification is a checklist table:

Checklist	
✓ Completed	Complete required documents
✓ Completed	Your application is being reviewed by the Financial Aid Office
⚠ Action Needed	Review and accept your Financial Aid Award Package
⚠ Action Needed	Complete Direct Loan Entrance Counseling
⚠ Action Needed	Sign a Direct Loan Master Promissory Note

On the right side, there is a 'Resources' section with a purple arrow pointing to it, and a 'Helpful Links' section with the following links: [Estimated Cost Calculator](#), [Master Promissory Note \(MPN\)](#), [FAFSA Application](#), and [PLUS Loan Application](#). A 'Contact Financial Aid Office' link is also visible in the top right area.

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 2021	Spring 2022
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 2021	Spring 2022
Unsubsidized Loans Accept or Decline	Pending	\$5,500.00	\$2,750.00	\$2,750.00

Award Total


Award	Total Awarded Amount	Fall 2021	Spring 2022
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 2021	Spring 2022
UE ACES Schp	Accepted	\$15,000.00	\$7,500.00	\$7,500.00
^ Close				
<input checked="" type="checkbox"/> Fall 2021		\$7,500.00	^ About UE ACES Schp	
<input checked="" type="checkbox"/> Spring 2022		\$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
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27% Loans
Money you have to pay back **\$5,500.00**

Award	Status	Total Awarded Amount	Fall 2021	Spring 2022
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 2021	\$2,750.00	<div style="background-color: #e0f2f1; padding: 5px; border-radius: 5px;"> i You may accept the entire loan amount, change the loan amount, or decline the entire loan amount. </div> <p>About Direct Unsub Loan</p>
<input checked="" type="checkbox"/> Spring 2022	\$2,750.00	
Total	\$5,500.00	

Reset
Decline
Accept

Self-Service Offer Letter



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

2021-22 Academic Year

\$20,500.00

[Award Letter](#)

UNIVERSITY OF EVANSVILLE

Ace Purple
1800 Lincoln Avenue
Evansville, IN 47722

Date: 10/30/2021
Student ID: 0000000

Award Year: 2021/22 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.


Purchasing Books and Supplies

- The next business day after registering for spring courses, students can charge their book purchase to their student account through the UE Bookstore. (up to \$1,000 per semester)
- *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.
- Students can enter bank information on WebAdvisor to receive refunds via direct deposit.

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

123456789

Re-Enter Routing Number

123456789

Bank Account Number

987654321

Re-Enter Bank Account Number

987654321

Account Type

Checking

Effective Date

06/14/2010

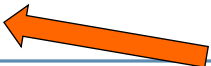
Confirmation E-Mail Address

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

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):** The spring semester balance is due before classes begin.
- **Two-Payments (per semester):** This option allows you to make a minimum payment of at least one-half of the semester's balance before classes begin.
 - ½ term balance due before classes begin
 - Remaining balance due by February 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

- Online Payment Plan Application
- Payments are calculated on the total semester charges minus finalized financial aid
- For the entering spring semester, net semester cost is divided by 4 monthly payments (January – April).
- If enrolling in summer courses, anticipated summer charges can be included in the spring semester payment plan and the plan extended through May (S1) or June (S2).
- No monthly finance charges
- Payment Plan Fee:
 - ACH - automatic withdrawal from checking or savings on the 15th of each month: \$40/semester
 - Non-ACH - in person, by mail, or online through Self-Service due on the 15th of each month: \$50 /semester
- 5 grace days – coupon payments received after the 20th of the month will be assessed a late payment fee of \$18.00



QUESTIONS?