

One-Hop Shop
Financial Aid
Registrar
Billing (Student Accounts)

February 2023
Newsletter



Office Hours

Monday	8:00 a.m.—4:30 p.m.
Tuesday	8:00 a.m.—4:30 p.m.
Wednesday	8:00 a.m.—4:30 p.m.
Thursday	9:00 a.m.—4:30 p.m.
Friday	8:00 a.m.—4:30 p.m.

Important Dates

Friday, February 3rd	Spring	Pass/Fail request due for regular 15 week classes.
Sunday, February 5th	Spring	Last day to withdraw w/ 70% reduction of charges.
Monday, February 6th	Spring	Last day to make up previous Fall/Winter term incompletes.
Sunday, February 12th	Spring	Last day to withdraw w/ 50% reduction of charges.
Sunday, February 19th	Spring	Last day to withdraw w/ 30% reduction of charges. *No reduction of charges after this date*

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Special points of interest

- Important dates
- FASFA / TAP/ Scholarship
- Income updates
- Add/Drop classes
- Apply to Graduate
- Refunds & BankMobile
- Online payments
- Medical Insurance Waiver

**MARK YOUR
CALENDAR!**

Financial Aid & Enrollment

Your financial aid eligibility is based only on those credits that are **degree requirements for your current program**. Prerequisites or other classes not applying to your **current degree** will not count toward enrollment status for financial aid. If you want to take a course that is not applicable to your current program and to be full-time, make sure it is in addition to 12 credit hours of courses that can be counted toward your current degree. Please contact Financial Aid in the One Hop Shop if you have questions!

Financial Aid Offers for the 2023-2024 Academic Year: Coming Soon!

We will soon be sending out financial aid offers for the upcoming 2023-2024 academic year. In order to receive your offers for next year you must complete the following:

- 1: Complete the FAFSA. If you haven't submitted yours yet, dig out your FSA ID, 2019 income information and go to www.fafsa.gov to complete it today! Don't forget you can use the new mobile app!
- 2: Apply for NYS Assistance. New York State residents will be given a link at the end of the FAFSA application process to go and complete the separate NYS TAP application. If you missed the link, go to www.tapweb.org to complete the application today. NYS will send you an email notification after they have processed your application. The application for the NYS Excelsior Scholarship is not yet open for next year.
- 3: **Apply for a Scholarship** by submitting a general merit-based scholarship application. This application will automatically match you with opportunities that you qualify for (please don't apply for each opportunity individually). Some awards require that a student demonstrate financial need which is calculated based on information provided on the FAFSA, so you will need to also have a FAFSA on file with SUNY Canton. You will get an email to your Canton email should you be awarded a scholarship. Call the Foundation Office for any scholarship questions: (315)386-7127.

Financial Aid Office

Federal School Code 002855

NYS HESC Code—Associates 3010

NYS HESC Code—Bachelors 6010

Helpful Links

[Net Price Calculator](#)

[Smart Track](#)

[Excelsior Scholarship](#)

[NYS TAP](#)

[Schedule](#) an Appointment with

one of our counselors

Contact Us:

315-386-7616

finaid@canton.edu

Has your Family Income Decreased? We want to remind students & parents that if your family income has decreased over the past year you may wish to pursue seeking a re-evaluation of your financial aid eligibility. You can make the request to start the process at Special Consideration - SUNY Canton. We may request additional income documentation after your request has been received & processed.

Federal Student Aid
An OFFICE of the U.S. DEPARTMENT of EDUCATION

REGISTRAR

Learn to understand your DegreeWorks Audit!

Registrar's Office

Helpful Links

[Diploma Replacement](#)

[Residency](#)

[Part Time Non Degree Students](#)

[Transcript Requests](#)

[Withdrawing](#)

Contact Us:

315-386-7616

registrar@canton.edu

Your college degree is ultimately your responsibility to track your progress in. Start to become familiar with your [DegreeWorks](#) degree audit. Your Worksheets view in DegreeWorks will show you the requirements for your current major as well as how the classes you have taken so far are being applied. To complete your degree, you need to have a green check on every line and your Degree Progress "speed dial" at 100%. Detailed instructions for how to read and understand it are here: <https://www.canton.edu/media/pdf/DegreeWorksSTU.pdf>

What-If

You can use the What-If to look up requirements for other majors. What-If lets you see how the course you have so far would apply to a different major, minor,

microcredential or a combination of all three. Utilizing the What-If does not officially change your major, it just let you explore.

Plans

Use the Plans to plan out next semester or the rest of your degree. There are some instructions here to get you started: <https://www.canton.edu/media/pdf/DegreeWorksPLANS.pdf>. And then work with the Advising Center or your advisor to finalize. Coming soon—you will be able to import your plan to UCanWeb to simplify the course registration process.

Transfer

You can use the Transfer tab to look up the requirements at other schools or simply find equivalent courses at other campuses.

UCanWeb9

Your menus in UCanWeb getting upgraded as we transition to UCanWeb 9! You will begin to see links that start with "UCanWeb 9—..." at the bottom of your common UCanWeb menu screens. You are encouraged to get comfortable with them now, as eventually the old versions will be removed.

[Student Educational Goal](#)

Enter Educational Goal for Term

[Registration Compliance Results](#)

[Registration Information for Part-Time Non-Degree Students](#)

[Request to Withdraw This Semester](#)

IMPORTANT: Please do not use this request form UNTIL THE FIRST DAY OF CLASS. Email registrar@canton.edu if you are not attending prior to the first day of class.

■ [UCanWeb 9 - Registration Menu](#)

■ [UCanWeb 9 - Request for Course Override](#)

Submit a request to add a course that you were not able to add during registration due to some conflict such as the class being full, etc.

RELEASE: 8.9.2.1.E

APPLY TO GRADUATE

If you are planning to graduate in May 2023, make sure to let us know your plans!

1. Log in to [UCanWeb](#)
2. Choose **Student Menu**
3. Choose **Student Records**
4. Choose **Apply to Graduate/RSVP to commencement**

Complete the application, indicating whether or not you intend to participate in the Commencement ceremony, and **Submit**

BILLING

Your Refund & BankMobile Disbursements

Financial Aid refunds will begin to appear in student accounts on Friday, February 17th. Refunds will continue to be issued on a weekly basis as funds are received. The timing of your specific refund depends on the type and amount of financial aid you are receiving. **If you are receiving any assistance from New York State, then your refund may not be available until mid-March at the earliest.** Make sure you set up your account with BankMobile Disbursements to avoid delays in receiving your refund. More information on the overall refund process can be found at **Refund Information! *PENDING ANY TECHNICAL DIFFICULTIES!***

Online Payments

For your convenience, you are able to make payments through your TransAct billing portal. (This is also where your Spring billing statements are located). When you select your TransAct Billing Portal in your UCanWeb it will bring you to your overview screen. You can view your most recent statement by selecting "View statements". Payments can be made by selecting "Make a Payment". Enrollment and/or housing deposits can also be made online under the Billing Menu in your UCanWeb.

Medical Insurance Waiver

The waiver can be completed electronically on [UCanWeb](#). A waiver must be submitted by February 10th at 4pm in order to have the health insurance charge removed from their bill. Part-time students may also purchase the student insurance, but they need to request to have it added to their bill. can also be made online under the Billing Menu in your UCanWeb. International students attending the State University of New York are required to purchase the International Student Insurance. All insurances are billed through the Student Service Center.

SATISFACTION SURVEY:

Please take the time to complete our [short online customer satisfaction survey](#) for the One Hop Shop based on your recent experience. [Click here](#) for more information on the One Hop Shop and to view previous issues of this newsletter.

Billing Office (Student Accounts)

Student Refunds are issued through Bank Mobile Disbursements (BMTX). Make sure you have your bank account preference selected to avoid delays!

Parent Refunds are mailed in a paper check format only.

Helpful Links

[Selecting a Refund Preference](#)

[Tuition and Fees](#)

[Withdrawing](#)

[Liability](#)

Contact Us:

315-386-7616

billing@canton.edu



One Hop Shop, 0012 Miller Campus Center
(315) 386-7616

billing@canton.edu; finaid@canton.edu; registrar@canton.edu



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