

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

March 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.

Spring Break Hours

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

Important Dates

Friday, March 3rd	Spring	Last Day to Withdraw from First Seven-Week Courses
Monday, March 6th	Summer	Registration Period for Summer Sessions Begins
Friday, March 10th	Spring	Residence Halls Close for Spring Break
Sat., March 11th—Sun. March 19th	Spring	Spring Break – No Classes
Friday, March 17th	Spring	RSVP for Commencement Ends for May Graduates \$20 fee imposed after this date
Sunday, March 19th	Summer	RSVP for Commencement Ends for May Graduates \$20 fee imposed after this date
Monday, March 20th	Spring	Second Seven-Week Courses Begin
Monday, March 20th—Friday, March 24th	Summer	Room Reservation Week – Residence Halls
Tuesday, March 21st	Spring	Midterm Grades Available for Students Online
Monday, March 27th 5-9pm	Summer	Kennedy Hosing lottery
Tuesday, March 28th 5-9pm	Summer	Housing lottery

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Special points of interest

- [Important dates](#)
- [Spring Break hours](#)
- [Register for Summer courses](#)
- [Apply to Graduate](#)
- [UCanWeb9](#)
- [Summer FASFA](#)
- [Summer billing](#)
- [Housing Contact info](#)
- [Roo Express](#)

REGISTRAR

Registrar's Office

Helpful Links

[Diploma Replacement](#)

[Residency](#)

[Part Time Non Degree Students](#)

[Transcript Requests](#)

[Withdrawing](#)

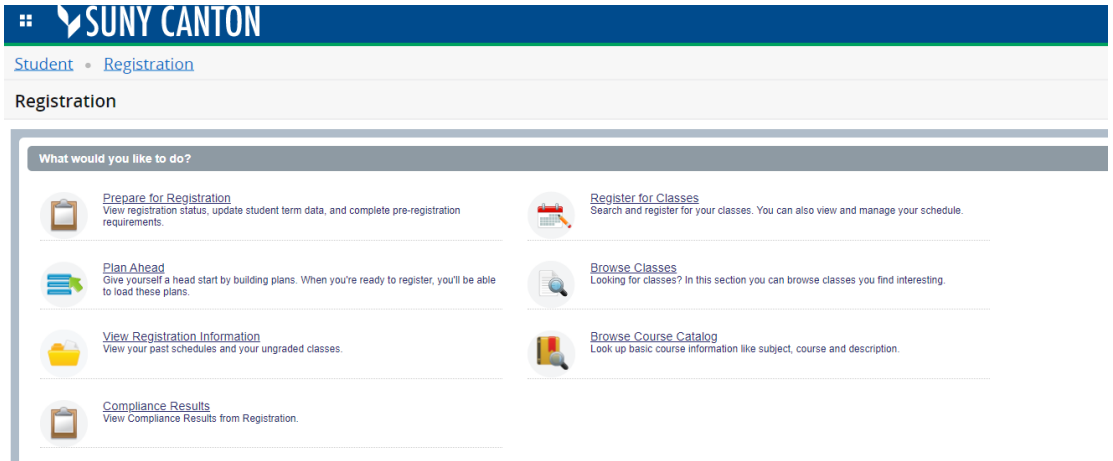
Contact Us:

315-386-7616

registrar@canton.edu

UCanWeb 9

Your menus in [UCanWeb](#) are being 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, and you are encouraged to click into them and start to get comfortable with them. The way that you search for and select classes will look very different for Summer and Fall 2023 registration. Video tutorials and PDF's with screenshots can be found at the [How-To Guides page](#).



Summer Courses for 2023

**Course Registration begins on Monday,
March 6 @ 8:00 am**

Contact your advisor to discuss whether summer courses are right for you and to obtain your registration code. The workload of summer courses is equivalent to a full semester condensed into a smaller time frame. SUNY Canton degree students may enroll in a

maximum of nineteen (19) credit hours during the summer session.

Summer courses begin on June 1 for Session I and II AND July 13 for Session III. See the schedule of classes in [UCanWeb](#) for more information

If requesting financial aid, [a summer application is required](#). Please note the Excelsior Scholarship cannot be used for summer sessions.

Apply to Graduate

DEADLINE is March 15, 2023. 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**

Financial Aid & Enrollment

To apply for Summer 2023 financial aid you must complete these steps:

1. File the [2023-2024 FAFSA](#) form.
2. Provide us with any additional documentation that is required. Watch your email for notices and check your [UCanWeb account](#) for financial aid requirements.
3. File your [TAP application](#) with NYS HESC. [View your current TAP Status online.](#)
4. Meet with your Academic Advisor and schedule your summer courses in your UCan-Web account.
5. **Complete the [Summer Financial Aid Application](#).** Be sure to read all of the guidelines and submit the completed form to the One Hop Shop.
6. Login to your UCanWeb account and complete the summer billing forms. Review the [summer billing instructions](#) for details.
7. Watch your SUNY Canton email for follow-up notifications from the One Hop Shop. We will notify you by email what summer assistance you have been offered.
8. Once your summer financial aid has been determined, you must confirm your acceptance and pay any remaining balance due on your account.
9. Be sure to watch your SUNY Canton email for updates! **Your summer registration will not be official until your bill has been paid and/or covered by financial aid.**

[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

[Staffing Update](#)

While the search is underway for our new Director of Financial Aid, Kerrie Cooper, Director of Financial Aid Emeritus, will be back with us part time to assist. She can be reached at cooper@canton.edu or by contacting the One Hop Shop at 315-386-7616. We would also like to extend our well wishes to our former Director on her future endeavors.

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

BILLING

**Session I & II, classes begin June 1: Bill due by 3:00 PM
June 1**

**Session III, classes begin July 13: Bill due by 3:00 PM on
July 13***

*Students registered for BOTH Summer Session I or II courses as well as Summer Session III courses will have a billing deadline of June 1 at 3:00 PM regardless of their Session III courses starting at a later date.

Failure to have your bill processed by the billing due date may result in a \$40 late fee and your course schedule being dropped.

You are not officially registered for a semester until your bill is processed.

HOUSING

If you plan to live on campus, contact the Residence Life Office at (315) 386-7513 or reslife@canton.edu for details.

ROO Express for Summer

A Roo Express account is a discretionary spending account to use at the textbook center, campus store, and all dining facilities. You can request an amount up to \$55 per credit hour for the Winterterm **if your bill is able to be covered without requested Roo Express (i.e. Roo Express is causing a balance due), you must pay that balance. The Student Accounts Office has the ability to lower the amount of or cancel Roo Express to process a bill.**

To request Roo Express credit for Summer Session, email billing@canton.edu from your SUNY Canton email.

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



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.

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

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



Next edition: April 2023