

# STUDENT ACCOUNTS INFORMATION

*Congratulations!*  
*You've registered for classes.*

## *Your next steps are:*

1. Apply for COF (in-state tuition discount)
2. Determine how to pay your tuition:
  - Self-pay
  - Financial aid
  - 3rd party *(This includes military or employer benefits)*

**Info:** [ppcc.edu/paying-college/payment-options](http://ppcc.edu/paying-college/payment-options)

## *Things to do on the "Student Finance" tab of your student portal (my.ppcc.edu):*

- Review your bill
- Pay your bill
- Set up a payment plan for the current term to pay your bill.
- Apply for COF and authorize it each semester.
- Download the 1098-T student tax form, available by January 31. A hard copy will be mailed to your permanent address.



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COLLEGE**

## Three Ways to Self-Pay

1. Create a tuition payment plan in your student portal. This plan (operated by NelNet) will automatically take funds out of your account monthly (\$35 enrollment fee).
2. Pay in full. Go to a Cashier on campus OR call 719-502-2444.
3. Pay in full on your student portal.

## Paying with Financial Aid

To prevent delays on awards, continuously check your student email for additional documents that financial aid may require.

For more information, go to [ppcc.edu/financial-aid](http://ppcc.edu/financial-aid), visit a financial aid office at any campus or call 719-502-3000, option #1.

## Third-Party Payment (Military, Veteran or Employer benefits)

If you have questions about using your **military or veteran benefits**, go to [ppcc.edu/military](http://ppcc.edu/military), meet with a specialized advisor at PPCC's Military and Veterans Programs Office or call 719-502-4100.

**Important: If you are using VA benefits for the first time at PPCC, you must attend a mandatory orientation.** Info: [ppcc.edu/military/VA](http://ppcc.edu/military/VA)

Note: All appropriate forms must be completed and processed for payment to be posted to your account. If you withdraw or fail a course, PPCC is obligated to return a portion of your tuition assistance back to the military.

**Employer funded tuition** authorizations must be submitted to Student Accounts office in order for PPCC to bill the employer. Unpaid portion will be billed to the student.

# Frequently Asked Questions

## ***What is COF and why do you care?***

The College Opportunity Fund pays \$77 per credit hour toward your tuition if you are a Colorado resident. Apply for it once AND authorize it every semester on your student portal.

## ***Can we discuss your account with someone else?***

FERPA is a federal law that protects the privacy of your educational records. You must fill out a FERPA release form before we can discuss your account with anyone else.

Complete the form at Enrollment Services. If you cannot make it to campus, it must be notarized.

Download it here: [ppcc.edu/records/FERPA](http://ppcc.edu/records/FERPA)

## ***How do you get a refund?***

Bank Mobile is the online bank PPCC uses to process all refunds.

Look for a green envelope in the mail from Bank Mobile after registering for classes. It will have an access code and instructions for logging in and choosing your refund preference\*.

**OR**

Go to [refundselection.com](http://refundselection.com) to request an access code and choose your refund preference. The access code will be sent to your email.

\*Refund choices: Get a direct deposit into your bank account **OR** Request a check to be mailed to you **OR** Open an account with Bank Mobile where the refund will be deposited.

## ***Why would you get a refund?***

- If financial aid money is left over in your account after all tuition and fees are paid
- If you drop classes that have been paid out-of-pocket

## ***Why did you receive a bill when you are getting financial aid or on a payment plan?***

PPCC sends invoices to EVERYONE who has a balance. Check your status on your student portal.

## ***Why are you getting billed for a class you never attended?***

- If you do not officially drop your class prior to the published drop dates, you will be financially responsible.
- PPCC may not drop you from a class for not attending; it is your responsibility to do so.
- PPCC does not drop you from your classes for non-payment.

## ***What's the difference between dropping a class and withdrawing from a class?***

If you drop a class *on or before* the drop date, there is no charge for the class.

If you drop a class *after* the drop date, it is a withdrawal and you are financially responsible for paying for the class. Some 3rd parties and financial aid will NOT pay in full for a withdrawal.

## ***How do you apply for tuition appeal?***

The form can be found digitally on [ppcc.edu/records/tuition-appeal](http://ppcc.edu/records/tuition-appeal). If the tuition appeal is denied, the student will be responsible for the semester charges.

***For more information, visit [ppcc.edu/student-accounts](http://ppcc.edu/student-accounts)***



Student Accounts  
Centennial Campus, Room A110  
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Fax: 719-502-2301  
[studentaccounts@ppcc.edu](mailto:studentaccounts@ppcc.edu)