

# University & Student Billing

**Pullen Hall, Room 148**

**Monday-Friday: 8 AM – 4 PM**

Cashier Window hours

**8 AM – 4:30 PM**

Phone & email responses

**Mailing address:**

101 Braddock Rd.

Frostburg, MD 21532

**Phone:** (301) 687-4321

**Fax:** (301) 687-4592

**Email:**

[billingoffice@frostburg.edu](mailto:billingoffice@frostburg.edu)



**[www.Frostburg.edu/Billing-Office](http://www.Frostburg.edu/Billing-Office)**

# **FERPA:** Federal education right to privacy act

To avoid confusion and frustration, please have your student login to PAWS and sign-up for us to release information to you.

**The release needs to be updated each July 1  
through PAWS.**



# FERPA:

## AUTHORITY FOR RELEASE OF INFORMATION

In accordance with the Federal Education Rights and Privacy Act of 1974 ('FERPA'), I authorize and consent to the release of information from my academic and financial records at Frostburg State University, Frostburg, Maryland, as requested below to the stated individual(s) during academic year 2024 - 2025.

I am aware that I have the right to withdraw consent at any time.

**\*\*\*EXPIRES AUTOMATICALLY AT THE END OF THE ACADEMIC YEAR\*\*\***

I authorize release of the information below:

ALL REQUESTED INFORMATION:  N

- OR -

SPECIFIC INFORMATION (CHECKED ITEMS BELOW):  N

<input checked="" type="checkbox"/> Mid-term warnings:	<input type="checkbox"/> Final Grades:
<input checked="" type="checkbox"/> Student Code of Conduct Actions:	<input type="checkbox"/> Financial Aid information:
<input checked="" type="checkbox"/> Billing Information:	<input type="checkbox"/> Academic Probation or Dismissal Status:

Name of person to release information to:

Name: \_\_\_\_\_ Email: \_\_\_\_\_

If information is to be mailed to the above person provide:

Street Address:

City:

State:

Zip Code:

Name of additional person to release information to:

Name: \_\_\_\_\_ Email: \_\_\_\_\_

If information is to be mailed to the above person provide:

Street Address:

City:

State:

Zip Code:

Name: \_\_\_\_\_ PAWS ID: \_\_\_\_\_

student  
signature: \_\_\_\_\_ [s]

Date: \_\_\_\_\_



# Billing Dates

**Two main payment periods each year**

	Fall 2026	Spring 2027
<b>Bills Emailed</b>	After July 5	After Thanksgiving
<b>Payment Due Date</b>	August 7, 2026 	January 4, 2027 

***Summer/Intersession are billed separately.***

# E-BILLING

FSU does not generate paper bills.

**The student views  
the e-bill in PAWS.**

When an e-bill is generated,  
an email is sent to the student's  
Frostburg student email.



**Instructions are available online at  
[www.frostburg.edu/student-billing](http://www.frostburg.edu/student-billing)**

**Students may  
also sign-up**



**“other payers”**

Granting others a login  
to access and receive

- email
- installment plan
- text message notifications

An email with a  
temporary password  
and login information  
is sent.

# Fall 2026 Semester Estimated Costs

	In-State	Regional	Out-of-State
Full-time undergraduate tuition	\$ 3,820	\$ 8,599	\$11,653
Mandatory Fees	\$ 1,569	\$ 1,569	\$ 1,569
Bobcat Bound fee	\$ 125	\$ 125	\$ 125
ORIE 101 course fee	<u>\$ 120</u>	<u>\$ 120</u>	<u>\$ 120</u>
<b>Subtotal *</b>	<b>\$ 5,634</b>	<b>\$10,413</b>	<b>\$13,467</b>
Downhill double room **	\$ 3,388	\$ 3,388	\$ 3,388
Room damage fee	\$ 50	\$ 50	\$ 50
Residential Hall Leadership fee	\$ 39	\$ 39	\$ 39
Bobcat Black meal plan ***	<u>\$ 3,400</u>	<u>\$ 3,400</u>	<u>\$ 3,400</u>
<b>Total with room &amp; board</b>	<b>\$12,511</b>	<b>\$17,290</b>	<b>\$20,344</b>

\*Does not include special instruction fees & digital course content charges based on student's course enrollment

\*\*Annapolis Hall rate, 1<sup>st</sup> year student dorm

\*\*\*Default meal plan

# PAYMENT OPTIONS

## 1. Pay “Amount Due” on bill in full by due date.

### Accepted in the Billing Office

- Cash
- Check
- Money order

### Credit Cards Accepted

(Visa, MasterCard, American Express and Discover)

- on-line via PAWS
- e-bill site
- Or [www.frostburg.edu/payments](http://www.frostburg.edu/payments) with 2.95% or \$3.00 minimum fee added.

**ACH accepted only through PAWS or  
'Other Payer' login with \$0.50 fee added.**



# PAYMENT OPTIONS

## 2. Pay “Amount Due” on bill adjusted for **Financial Aid and Student Loans**

from award letter, accept the financial responsibility agreement, and provide proof of any additional financial aid not shown on e-bill.



# PAYMENT PLANS AVAILABLE

## Set-up a 4-pay Payment Plan through our partner Transact.

The plan may be setup through the student's PAWS account or by the other payer. There is a \$45.00 per semester enrollment fee.



### To determine the budget amount:

- take total charges
- less financial aid for the semester from the system
- and subtract any additional financial aid

\*\* The student must submit proof of any aid not showing on the e-bill and complete a deferment form by the bill due date for the semester. The deferment form is available online through the student's PAWS account.

# MEAL PLANS:

## Residence Hall Students



**Required:** Enroll in a residential meal plan

If an on-campus student does not select a meal plan, the student is automatically enrolled in the **Bobcat Black Plan**. An on-campus student's meal plan selection will automatically roll from the Fall to the Spring semester.

# MEAL PLANS: Off Campus/Edgewood



**Optional:** Enroll in a meal plan or choose a residential or voluntary/block meal plan.

The enrollment form or online application must be completed each semester. After the bill deadline, payment is required when enrolling in the meal plan unless the student has a credit balance.

# MEAL PLANS: Want Changes?



**Request changes by  
Friday, August 21, 2026 at 3 PM**

- Mail
- Fax
- Email  
from the student's FSU email account  
to the FSU University & Student Billing

**After that date, the student  
may only upgrade their plan  
(increase the number of weekly meals,  
Bonus Dollars and price).**

# Parking Permits

Complete the Parking Application Form including tag number and signature. Form is available in Pullen Hall, Room 148 or print from [www.frostburg.edu/billing-forms](http://www.frostburg.edu/billing-forms)

## Pay for Permit:

- In-person (cash or check)
- ACH through PAWS with \$0.50 fee added
- [www.frostburg.edu/payments](http://www.frostburg.edu/payments)  
Visa, MasterCard, AMEX and Discover  
(2.95% or \$3.00 minimum fee added)

## Cost for students for academic year:

- \$50 for black lots
- \$40 for green lot only



# Parking Permits

Bring photo ID, completed application form and payment or online receipt number to University & Student Billing Office to pick up permit.

**Permits expire June 30 each year.**



# REFUNDS & DIRECT DEPOSIT

Students receiving a refund from an overpayment may setup the request for direct deposit through their PAWS account. This must be completed prior to a refund being disbursed to the student. The earliest financial aid refunds are available is the start of the semester.

Refunds from credit card payments are refunded to the original credit card account.

# Direct Deposit

Don't worry about the hassle of waiting in line for your refund checks. Sign up for Direct Deposit of your refunds in your PAWS account. It is quick and easy.

1. [Login to PAWS](#)
2. Self Service
3. Student Center
4. Set up Direct Deposit
5. Input Information
6. Click Save



I authorize Frostburg State University to remit my excess Federal funds from grants and loans to my account at the financial institution indicated below. I understand that any personal funds, non-federal grants, scholarships, or third party payments resulting in excess funds will continue to be processed through the State of Maryland Treasurer's Office and a paper check will be issued. Any reduction in financial aid may reduce the amount of excess that I am entitled to receive. If the amount disbursed to my financial institution is greater than the final amount of my financial aid, repayment to Frostburg State University is due within ten (10) business days of notification. Once enrolled in the direct deposit plan, I understand that I will remain in the plan until the account is inactivated by me.

By clicking the Save button after entering my financial information, I acknowledge that I have read and understand the procedures of the direct deposit process.

\*Bank Name   In-Activate

\*Account Type

\*Transit Number

\*Confirm Transit Number

\*Account Number

\*Confirm Account Number



# Bookstore Vouchers

Students with a credit balance due may request that all or a portion of the credit be applied to the **Bobcat Debit card**.

The request must be received before refunds are processed.

Students awaiting the disbursement of anticipated financial aid (*proof of financial aid must be available*) that will result in a credit balance may request that a portion of the funds be applied to the Bobcat Debit card.



The funds can then be used to purchase books from the University Bookstore!

# Edgewood Commons Transfers

Students can complete the addendum to their contract authorizing the University to transfer any credit balance up to the amount of the student's contract directly to Edgewood Commons.

Transfers are not made until after the end of the registration period each semester.

Forms must be received by the University & Student Billing Office prior to refunds being issued to the student.

