

CARDINAL CENTRAL

YOUR ONE-STOP SERVICE CENTER



Friendly, specially trained, student-focused staff available to answer questions about:

Tuition Bills ■ Student Work ■ FERPA ■ Financial Aid
Payment Plans ■ Navigating the Portal ■ Other Processes

We're located within the Business Office in the lower level of Saint Mary's Hall.

STOP IN: Monday-Friday from 8 a.m. to 4:30 p.m.

PHONE: 507-457-6655

EMAIL: cardinalcentral@smumn.edu

PAYMENT OPTIONS AND DUE DATES

- **STANDARD PAY OPTION** – Payment in full due:
August 5 (1st semester) and January 5 (2nd semester)
- **4 PAYMENT PLAN OPTION** – Payments due:

August 5, September 5,	January 5, February 5,
October 5, November 5	March 5, April 5
(1st semester)	(2nd semester)

Use this handy checklist to be sure you are taking care of important business prior to the start of the academic year.

- ☐ **Log on to your portal and sign required documents:**
 - ☐ **Consent for electronic delivery** — consent to do business electronically
 - ☐ **The payment agreement form** — a promise to pay
- ☐ **Complete the FERPA (required)**
The Family Educational Rights & Privacy Act (FERPA) protects students' privacy. This must be completed in order to allow parents and other responsible parties access to financial, academic and other information.
- ☐ **Create a parent PIN on CashNet (optional)**
By accessing the **My Bill** section of the portal, students may create a parent PIN to allow parents/responsible parties to pay on their Saint Mary's tuition account.
- ☐ **Sign up for the payment plan (optional)**
Saint Mary's offers two types of payment options to assist your family: the single payment option and the 4-payment plan.
- ☐ **Complete your FAFSA (recommended)**
This application is to determine financial aid eligibility and is required to receive Federal Financial Aid dollars. Go to **fafsa.ed.gov** to complete.
- ☐ **Accept/Decline your financial aid — available online July 1 (if applicable)**
Students must log on to their portal and accept or decline aid in the **My Financial Aid** section. The aid remains pending until this takes place.
- ☐ **Entrance Counseling and Promissory Note (may be required)**
If you choose to accept any Federal Direct Loans, you must complete these items at **studentloans.gov**.
- ☐ **Log in to your Saint Mary's email (required)**
Check your smumn.edu account regularly for information about on campus jobs on **Handshake** and other important details as school draws near.



Did you know: Any outside scholarships you receive are added on top of the gift aid you were awarded from the Financial Aid Office?

Keep looking online and at home for scholarships you can apply for throughout your time as a student at Saint Mary's University.