Good morning/afternoon! We are invested in helping ensure a successful transition to Ohio State, and that includes helping to understand how business will be conducted throughout your student’s time here. Today, I will discuss understanding important dates and deadlines, explaining the Statement of Account, and paying the bill for tuition and fees each term.
So, what is Buckeye Link?

Buckeye Link is the way to easily take care of all Buckeye business online and in person.
The buckeyelink website, buckeyelink.osu.edu, provide links to information, how-tos, and secure links to your student’s personal site, which requires a login, and our multifactor authentication service, BuckeyePass, which students will be familiar with by now.

Buckeye Link is also a place I can call, email or go to in person and get help from knowledgeable, friendly people.
Many of the required items are completed with “My Buckeye Link”, which contains information specific to each individual student, like a class schedule or a bill for tuition and fees. For these reasons, students securely access “My Buckeye Link” through using their lastname.# username and password.
And I’ll take a moment here and talk a little more about why we limit personal information to the student’s view only. It’s because of a federal law called FERPA, which stands for the Family Educational Rights and Privacy Act. This law states that a student’s educational records, which include financial records, are the students’ sole and private property. That means without their expressed permission we cannot discuss information related to the account or academic records with any parent, guardian, spouse or third party. This includes over the phone, via email, or in person. However, students can grant permission online through the Student Information Release task at buckeyelink.osu.edu. This allows the individual to contact Buckeye Link on their behalf.
We acknowledge there have already been many deadlines for your student to meet up to this point: the deadline to apply to college, to pay the acceptance fee, to register for orientation, and to submit the housing contract. We hope they will continue this habit of meeting deadlines throughout their time at Ohio State.

One of the most important deadlines to meet each term is the fee payment deadline, which is typically one week before classes begin. However, since your students will finish registering for their first semester once they arrive on campus this fall, the deadline will be extended to the second Friday of the term, which will be August 30th.
A useful tool for the upcoming year is the 2019-2020 academic calendar and important dates which your student will receive when they arrive on campus. Your student should keep this magnet handy so they can see all the dates and deadlines for Ohio State
Let’s talk a few minutes about paying those tuition and fees. Students will have access to the detailed Statement of Account, Ohio State’s version of the bill, through My Buckeye Link.

The student has the ability to save the statement as a PDF and email it to their family, as we mentioned earlier when we discussed FERPA and the Student Information Release.

The Statement of Account includes an itemized list of all charges each term and the due date for each charge. You’ll see the student instructional and general fees, better known as tuition, as well as a number of other standard fees that may vary from one student to another based on their program of enrollment. A student in Nursing, for example, may pay a different technology fee than a student in Business. Students not from Ohio also receive a non-resident tuition charge.

An additional fee unique to this group is the International Undergraduate Student Fee, which provides resources for international students, including academic support services such as language proficiency offerings, enhancement of housing and counseling services and planning and delivery of new programs.

Taking 12-18 credit hours is considered full-time, and students will be charged the same amount regardless of the number of credits within this range. Anyone taking more than 18 credit hours will be charged an additional fee.
So now that you know how to read the bill, let’s talk about how to pay it. Ohio State does not accept cash, but we do offer several payment options to students and guardians through the online ePayment site. Online payments include:

**Option 1**
Electronic check payments from a US checking or savings account using routing numbers.

You may also make payment by credit or debit card. If you choose to pay with a credit or debit card, please be aware that the credit card companies charge a 2.75% non-refundable convenience fee per credit card transaction.

Your final *online* payment option is a wire transfer, which is facilitated by Western Union. If a family has a need to wire payment directly to Ohio State, please contact Buckeye Link for further instruction.

As I mentioned earlier, Guardian ePayment is the option for anyone other than the student to pay for tuition and fees. Students may initiate the set-up for Guardian ePayment through buckeyelink.osu.edu. Step-by-step instructions are available through one of our how-to videos

**Option 2**
The second option is mailed payments. Students may mail in check payments from US bank accounts to the Office of the University Bursar, (The Ohio State University, PO Box 183248,
Option 3
The last option is to drop off a personal or cashier’s check payment in person. Remember, Ohio State does not accept cash payments.

When considering these options, please know that families can chose to elect the Tuition Option Payment Plan, also known as TOPP. TOPP divides the remaining cost of tuition, housing, and fees, not covered by financial aid, into four installment payments each term. To participate, students must sign up for TOPP each semester at buckeyelink.osu.edu. There is a $30 non-refundable administrative fee per term for TOPP.

For all payment instructions visit go.osu.edu/pay. This site provides in English detailed, step by step instructions on how you can pay tuition and fees. We would recommend you sit down with your student before he / she leaves for the United States and talk about how you plan to pay the fees. Are you planning to have your student establish a US Bank Account and then wiring the money to that account to use for payment? Perhaps you’re going to pay directly from your account and use the Guardian payment method. There are step by step instructions in the program booklet on page 88-89 on how to use Western Union. Just be sure you have discussed this piece prior to arrival.
As I mentioned at the beginning, we want to ensure your student has a successful transition to Ohio State and this means protecting their information. Never share your personal or financial information with unknown persons, and remember that government officials will never call you, ask you for money, nor are they able to provide you with tuition discounts.

This website above, links you directly to our Office of International Affairs website where they provide information on some scams that students have reported. Please have your student read this over so they are familiar with these falsehoods.

In all cases, if you or your student suspects a scam, please contact the Office of International Affairs (oaao@osu.edu or 614-292-6101) immediate and before entering into any agreements. We’re here to help.

I want to thank you for your attention and allowing us the opportunity to share this information. We encourage you to contact us by email, phone or in person if you have questions about any business matters.

I would now like to ask if there are any questions related to the presentation?
We’ll be posting these video to the china PDO website which you see listed above. You can watch these videos later to find the step by step instructions. What questions do folks have?