

[bltpc-l] SUMMER 2020 (4205) FEE REMISSIONS

BURSAR

Fri 3/13/2020 12:20 PM

To: 'bltpc-l@list.indiana.edu' <bltpc-l@list.indiana.edu>;

📎 2 attachments

TPC Batch Spreadsheet Template.xlsx; BL 4205 TPC.xlsx;

Good Morning!

You are receiving this email because you have been identified as a person who does fee remission (Third Party Contract – TPC) data entry for your department or who has requested to be added to the list serve to receive fee remission information.

Please see the information in this email and the attached documents. We've attached the listing of **4205 (Summer 2020) fee remission contracts**, and the **TPC batch load template**. Please see the Standard Operational Procedures and Third Party Contract (TPC) Job Aid for the process.

https://ubur.sitehost.iu.edu/doc/Fee_Remissions_Standard_Operating_Procedures.pdf

Third Party Contracts job aid

A complete listing of training guides for fee remissions (Third Party Contracts) is published on the SIS training site. Please review the training information. To access the training guides go to: <https://ittraining.iu.edu/sis/sis-job-aids/student-financials/>

Please review the guides listed below:

Third Party Contracts (TPC):

- [Third Party Contracts job aid](#)
- [Third Party Contracts Video Part 1](#)
- [Third Party Contracts Video Part 2](#)

- If you have access to enter a Third Party Contract (TPC) you also have access to SF BILL, this allows you to view the student bill. Please review the SF BILL guide. It is located with the Third Party Contract Training <https://ittraining.iu.edu/sis/sis-job-aids/student-financials/> under [How to View a Student's Bill using SFBILL](#)

DATES AND REMINDERS FOR SUMMER 2020 FEE REMISSIONS

We will process the 1st bill of the summer term on April 16, 2020 with a due date of May 10, 2020. In order to have the TPC credit listed on the 4.16.2020 bill TPCs need to be loaded on or before April 14, 2020. If you want the TPC credit to show on the first bill of the summer term you should have manual data entry completed by 4.14.2020.

If you'd like your TPCs loaded in batch we must have your batch file no later than **noon on April 14, 2020**. The minimum number of rows that we can load in batch is **50**. You can combine TPC numbers in one file. Be sure to use our 'TPC Batch Spreadsheet Template' and remember to filter out duplicates. [For more information the batch load process](#) please email the Office of the Bursar at bursar@indiana.edu.

Attached is the master listing of IU Bloomington TPCs for Summer 2020. To find your TPCs you can filter the spreadsheet with various options. For example, if you have your Spring TPC listing, you can filter on column B and find the equivalent Summer TPC in column C. You may also filter on column J and find your departmental account as an alternative search option. If you have any questions concerning the spreadsheets, or need assistance finding your TPC numbers, please email the Office of the Bursar at bursar@indiana.edu.

Important Dates for Summer 2020

Task	Date
Summer 2020 TPC list distributed	03.13.20
Summer 2020 tuition/fees appear on student accounts (if enrolled for 4205)	04.13.20
Fee remissions begin to calculate on student accounts	04.13.20
Deadline for fee remission batch entry for April bill due May 10	04.14.20
Deadline for fee remission manual entry for April bill due May 10 (to allow time for OSFA review)	04.14.20
First Summer 2020 bill available online	04.16.20
First day for Summer 2020 financial aid disbursement (if enrolled for 4205 and eligibility tests passed)	05.03.20
Summer 2020 classes begin	05.12.20
Summer 2020 bill due	05.10.20
IU Department TPC Request page turned off for 2019-20 Academic Year	06.16.20
IU Department TPC Request page turned off for Summer 2020	09.16.20