

**Thank you for
joining us tonight!**

**The webinar will begin
at 6:35 p.m. (CST)**

**SCHOOL
OF THE ART
INSTITUTE OF
CHICAGO** 

Costs, Payments, and Deadlines

**Office of
Student
Financial
Services**

This webinar is being recorded, and it will be available on the SAIC website and will be emailed to any individual who registered for the webinar within 48 hours.

Agenda

Today we will discuss the following topics:

- **Family Education Rights and Privacy Act (FERPA)**
- **ARTIC, SAIC Email, and Self Service Accounts**
- **Billing, Payments, and Direct Deposit via Transact**
- **Additional Payment Options and Deadlines**
- **Reminders and Resources**

Family Education Rights and Privacy Act (FERPA)

Students submit a [FERPA Form](#) to the Office of Registration and Records authorize consent to:

- Parent
- Guardian
- Spouse
- Other support person



SAIC School of the Art Institute of Chicago

FERPA -- STUDENT AUTHORIZATION TO RELEASE INFORMATION FORM

Section A: Student Information	
Name (last, first, middle initial)	Student ID number
Current mailing address (street or PO box, apt number, city, state, ZIP)	Phone number ()
Section B: Person or Entity to whom information may be released	
Name (last, first, middle initial)	Phone number ()
Address (street or PO box, apt number, city, state, ZIP)	Cell phone number ()
Relationship to the student	Email address
Section C: Information to be released (check only one box)	
<input type="checkbox"/> I consent to the disclosure of any personally identifiable information from my education records and/or the disclosure of any of my education records.	
<input type="checkbox"/> I consent to disclosure of personally identifiable information from the following education records and/or the disclosure of such records (please specify records): _____ _____	
Section D: Purpose for which the information may be disclosed (check only one box)	
<input type="checkbox"/> The purpose of the disclosure is for general information.	
<input type="checkbox"/> If your purpose is not for general information, please state the purpose of the disclosure: _____ _____	
SECTION E: Certification	
Student Signature	Date

Please return this completed form to:
Office of Registration and Records Fax: (312) 629-6701
36 S. Wabash Room 1450 Email: saic.registrar@saic.edu
Chicago, IL 60603

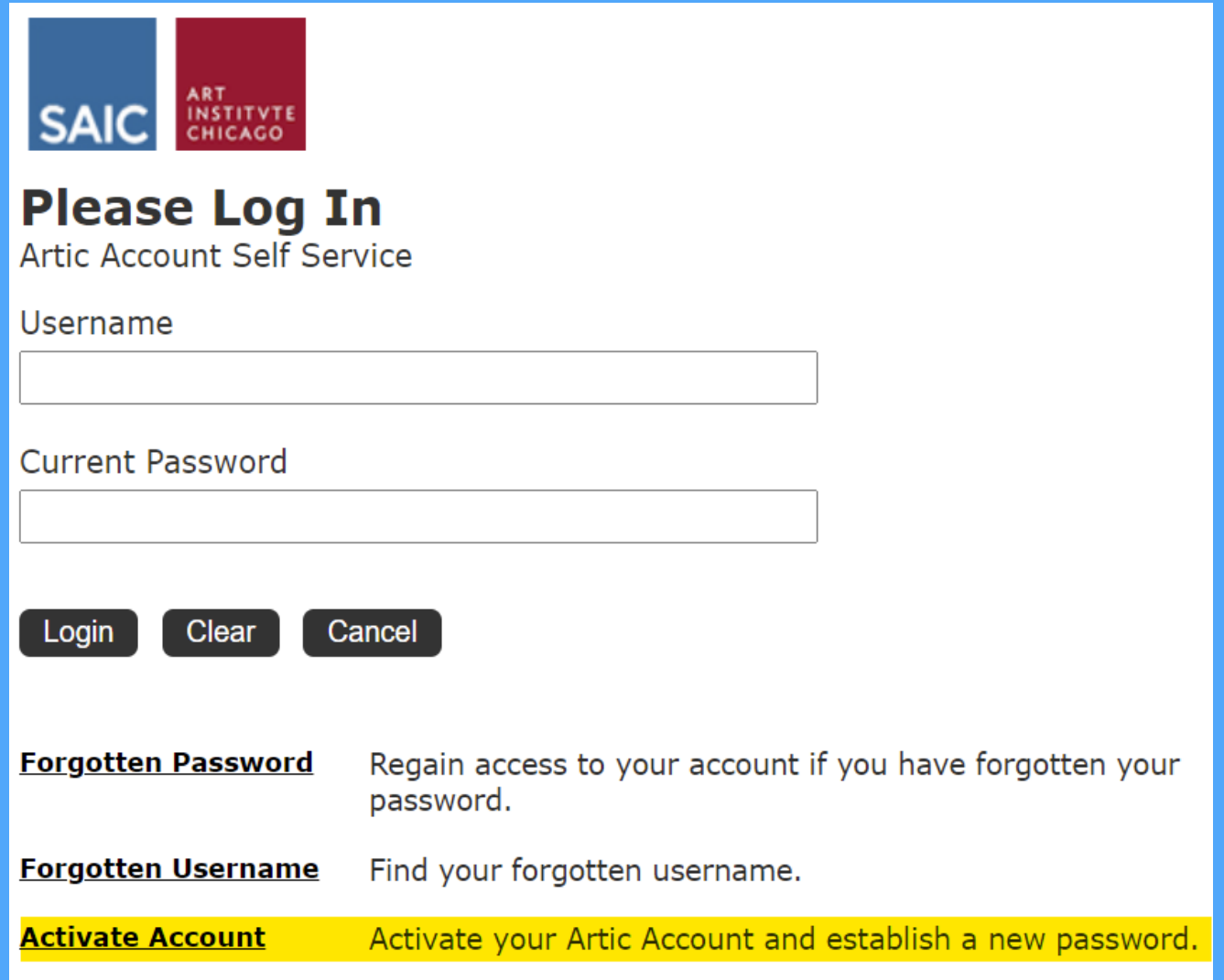
saic.edu/FERPA



Activate Your ARTIC Account

Visit password.artic.edu

- **Your 7-digit SAIC ID Number (included on your admission letter)**
- **Your birthday**

Your login is automatically assigned. You will create your own password. Passwords must be alphanumeric and at least 6 characters.



Please Log In

Artic Account Self Service

Username

Current Password

[Login](#) [Clear](#) [Cancel](#)

Forgotten Password Regain access to your account if you have forgotten your password.

Forgotten Username Find your forgotten username.

Activate Account Activate your Artic Account and establish a new password.

Access Your SAIC Email and Self-Service

Visit saic.edu/students to access Self-Service and your SAIC email through Google Apps.

For more information about your ARTIC account, visit the help desk website or contact Technical Support at 312.345.3535 or helpdesk@artic.edu.

Students

Quicklinks



Self-Service
(register, change address, etc.)



Google Apps
(Gmail, docs, calendar, etc.)

Read emails from **saic.sfs@saic.edu**



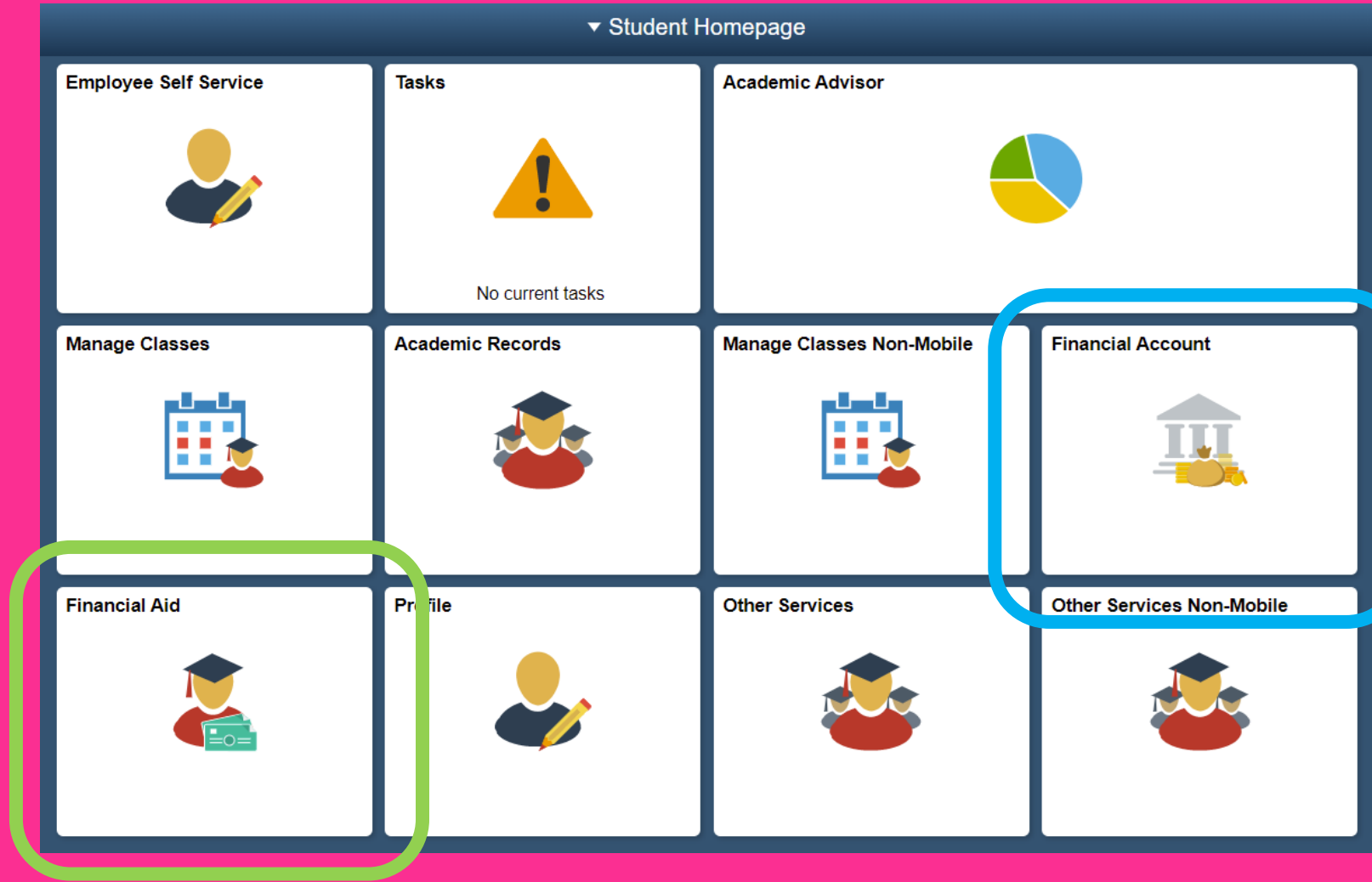
Students will be sent timely emails regarding:

- **Financial Aid Award Offer notifications**
- **Financial Aid Award Offer update/revision notifications**
- **Notice of Statements/Invoices available on Self-Service**
- **Request for additional documentation if needed**
- **Reminders to submit Financial Aid Applications**
- **Other important reminders and updates**

Students, you may want to create a forwarding rule to parents or spouses helping you manage your account.

Self-Service

Students access
Self-Service at
saic.edu/students.



Financial Aid Account: Sample Estimated Cost of Attendance

Students access Cost of Attendance at Financial Aid Account via Self-Service.

The screenshot displays a web interface for a student's Financial Aid account. At the top, there is a navigation bar with a back arrow and 'Student Homepage' on the left, and 'Financial Aid' on the right. Below this, a dropdown menu shows the academic year '2026-27' with a 'Change' button. A sidebar on the left contains several menu items: 'Awards', 'Summary', 'Financial Aid Summary', 'Need Summary', 'Cost of Attendance' (which is highlighted in green), and 'Student Aid Index'. The main content area is titled 'Estimated Cost of Attendance' and features a table with 7 rows. The table has two columns: 'Category' and 'Amount'. The categories listed are Books, Fees, Housing & Food, Loan Fees, Personal Expenses, Transportation, and Tuition. A 'Total' row is at the bottom of the table. Below the table, there is a note stating 'Currency used is US Dollar' and a disclaimer: 'This information is a breakdown of the categories and amounts used in determination of your cost of attendance for this award year.'

Category	Amount
Books	915.00
Fees	335.00
Housing & Food	5,365.00
Loan Fees	37.00
Personal Expenses	1,500.00
Transportation	1,005.00
Tuition	28,620.00
Total	37,777.00

Currency used is US Dollar

This information is a breakdown of the categories and amounts used in determination of your cost of attendance for this award year.

Financial Aid Account: Sample Awarded Aid

Students access Awards at Financial Account via Self Service.

The screenshot shows a web interface for a student's Financial Aid account. The top navigation bar includes a back arrow, 'Student Homepage', the title 'Financial Aid', a home icon, and a menu icon. Below the navigation bar, the academic year '2026-27' is displayed with a 'Change' button. A left sidebar menu contains 'Awards', 'Summary' (highlighted), 'Financial Aid Summary', 'Need Summary', 'Cost of Attendance', and 'Student Aid Index'. The main content area is titled 'Award Summary' and shows two summary rows: 'Enrolled Credit Hours' at 15.00 and 'Fin Aid Credit Hours Awarded for' at 15.00. Below this is a table with a 'Display' button, a dropdown for 'Fall 2026', and a '2 rows' indicator. The table has two columns: 'Award Description/Category' and 'Award'. It lists two awards: 'Davis United World College Sch Grant' for 5,000.00 and 'SAIC Distinguished Sch-Fall Scholarship' for 5,000.00. A 'Totals' row shows a total award of 10,000.00. Below the table, it notes 'Currency used is US Dollar' and provides a link for 'Account Balance'. A disclaimer at the bottom states that the aid is based on a review of the Free Application for Federal Student Aid and is intended to help cover the gap between the student's ability to pay and college costs.

Award Description/Category	Award
Davis United World College Sch Grant	5,000.00
SAIC Distinguished Sch-Fall Scholarship	5,000.00
Totals	10,000.00

Currency used is US Dollar

[Account Balance](#)

Based on review of your Free Application for Federal Student Aid you have been awarded the listed aid. It is intended to help you fill the gap between your ability to pay, your expected Student Aid Index or SAI, and college costs, or the cost of attendance or COA. Additional loan funding may be available, contact the Financial Aid Office for more information.

Financial Account

You can access your **Statement of Account** beginning in July 15, 2026

Students access Financial Account via Self-Service.

The screenshot shows the 'Account Balance' page in a mobile application. The page has a dark blue header with a back arrow, the title 'Account Balance', and a home icon. Below the header is a navigation menu with three items: 'Account Balance' (selected), 'Charges Due', and 'Payment History'. The main content area is white and contains the following elements:

- A status indicator: 'eRefund/Direct Deposit Status Enrolled/Available'.
- A blue button labeled 'Statement of Accounts' which is circled in green.
- A paragraph of text: 'Click this link to have a PDF statement of the last 24 months of your Tuition and Fees account sent to your SAIC email. If you would like a statement that is more than 24 months past, please contact the Student Financial Services office for a hard copy statement to be mailed to you or to be provided to our Front Desk to be picked up. Requested statements cannot be emailed by staff.'
- A blue button labeled 'Transact'.
- A warning paragraph: 'PLEASE TURN OFF YOUR POP-UP BLOCKER. Click this button to make electronic deposits and payments by wire transfer, eWallet, ACH (electronic check) or credit card. You can also set up parents and others as "Payers" (to view eBills, 1098-Ts, make payments, etc.), enroll in a Payment Plan, enroll in Direct Deposit Refunds (eRefunds) and set-up Automatic Payments.'
- A section titled 'International Payments' with the text: 'SAIC is partnered with 3 payment processors so that international students have an option in exchange rates for wire transfer, eWallet and credit card transactions. You may want to compare rates for each.'
- Three sub-sections: 'Convera - Click on the Transact button above', 'Flywire - Click on the Transact button above', and 'PayMyTuition - [Click Here](#)'.

TRANSACT

Students access TRANSACT via Financial Account in Self-Service.

The screenshot shows the 'Overview' page for a student named Patrick Star at the School of the Art Institute of Chicago (w/SP). The page features a dark sidebar with navigation options: My Account, Overview (selected), Payment Plans, Make a Payment, Transactions, Statements, Tax Forms, Help, and Sign Out. The main content area includes a 'Summary' table with 'Tuition & Fees' and 'Balance' both at \$37,160.81. Below this is a 'Payment plans' section with a call to action to enroll in a payment plan, accompanied by an illustration of a green bill and a 'View payment plan options' button. At the bottom, there is an 'Available items' section and a 'Make a payment' button.

Category	Amount
Tuition & Fees	\$37,160.81
Balance	\$37,160.81

**ACH Payment Fee
= 0%**

**Domestic Credit
Card Payment Fee
= 2.95%**

**International Credit
Card Payment Fee
= 4.25%**

**Wire Transfers
(International
Payments)**

**529 College
Savings Plan
Electronic
Payments**

Authorized Payers and Direct Deposit

Students access
“My Account”
panel at
TRANSACT via
Self-Service.

SAIC School of the Art Institute of Chicago

- My Account
- Overview
- Payment Plans
- Make a Payment
- Transactions
- Statements
- Tax Forms
- Help
- Sign Out

ST

Sample Student
School of the Art Institute of Chicago (w/SP)

Basic information

Name	Sample Student
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Payment methods

My Card 1 (**** 000)	AMERICAN EXPRESS	
My Card 2 (**** 0000)	VISA	
My Card 3 (*****0000)		

[Add payment method](#)

Payers

Do you know someone that would like to help you pay? Invite them to have access to your account!

Parent Name	
-------------	--

[Send a payer invitation](#)

Direct deposit refunds

Receive refunds and disbursements faster with direct deposit.

General Refunds	
My Checking Acc (***0000)	

Mailed Payment Options

Include the
Student's Name
and SAIC ID#

Checks by Mail

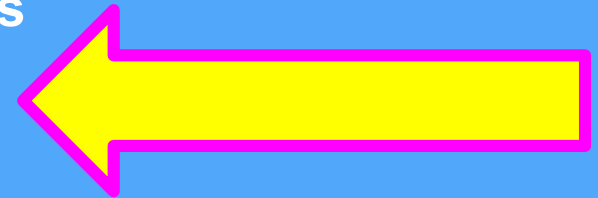
SAIC Bursar's Office
37 S. Wabash Ave, suite 245
Chicago, IL 60603

529 Plan (*Paper Checks*)

SAIC Bursar's Office
37 S. Wabash Ave., suite 245
Chicago, IL 60603

Outside Scholarship Payments (*Paper Checks*)

SAIC Student Financial Services
Attn: Outside Scholarship
36 S. Wabash Ave, suite 1200
Chicago IL 60603



529 Qualified Education Plan Payment Request

529 Plan Payments

SAIC Bursar's Office

37 S. Wabash Ave., suite 245

Chicago, IL 60603

312.899.5122

Electronic 529 Payments - Illumia (previously Transact) now offers electronic 529 processing that can be requested for 36 different 529 providers



Include the
Student's Name
and SAIC ID#



Term	Date to Request Funds from the Provider	Tuition/Fees Payment Due Date
Summer	April 15	May 15
Fall	July 15	August 15
Winter	November 15	December 15
Spring	December 15	January 15

U.S Veteran Administration Benefits



Submit your Certificate of Eligibility to the Registrar by July 1.

- The Montgomery GI Bill (Chapter 30)
- The Dependents Educational Assistance Program (Chapter 35)
- The Vocational Rehabilitation Program (Chapter 31)
- The Selected Reserve Educational Assistance Program (Chapter 1606)
- The Post 9/11 GI Bill, including the Yellow Ribbon Program

To determine your eligibility for veteran's benefits, please visit the VA website at gibill.va.gov, or contact them at 1.888.GIBILL1 (442.4551).

Billing and Payment Due Dates

	BILL AVAILABLE	PAYMENT DUE
Fall	JULY 15	AUGUST 15
Winter	November 15	December 15
Spring	December 15	January 15
Summer	April 15	May 15

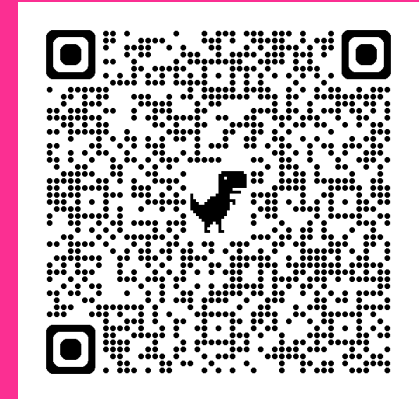
**PAYMENT
DUE!**

Student Loans – Priority Deadline July 1st

Federal Direct Loans (Federal Assured Loan/Not Credit Based)

- Offered to Student
- Student must complete - Entrance Counseling
- Student must complete - Master Promissory Note
- Declining Direct Loans – Student must email saic.sfs@saic.edu

saic.edu/loans



Federal Direct Parent PLUS Loans (Credit Based)

- Available to Parents of Dependent Undergraduate Student Only
- Amount Capped at \$20,000 annually
- Plus Loan Application (Where credit check occurs)
- Master Promissory Note

Private Educational Loans (Credit Based)

- Student (Undergraduate or Graduate) or Parent Dependent Undergraduate Students
- Amount = Total Cost of Attendance minus any financial aid. (*The Gap*)
- Private Lender of your choice – elmselect.com “*Shopping Sheet*”

Award Notification Email

Informs you that your **Financial Aid Award** is available for you to view on Self-Service.

Includes the **Figure Your Cost Worksheet** to help students determine estimated costs and payment arrangements

Financial Aid Award Guide and Instructions will also be included.

Students may still complete a 2026-2027 FAFSA at **[StudentAid.gov](https://studentaid.gov)**.

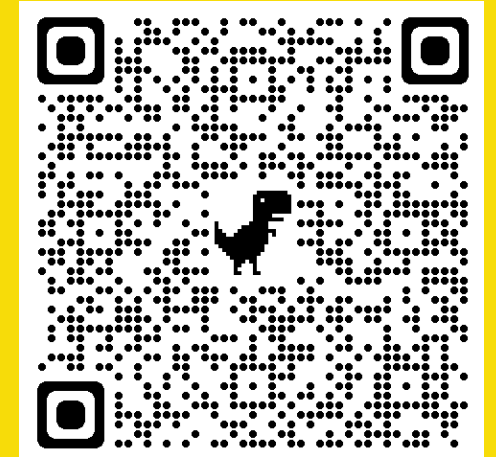
The Federal Department of Education may take 3 days to process and send your FAFSA to SAIC.

Within 10 business days of SFS receiving your completed FAFSA, we will email you an Award Notification to your SAIC email account.

Enrolling Outside the Standard Hours of Enrollment

Students are initially awarded Financial Aid for the Fall/Spring terms based on Standard Credit Hour Enrollment for their program.

- Calculate a Financial Aid Estimate
- Submit an Early Aid Adjustment Request



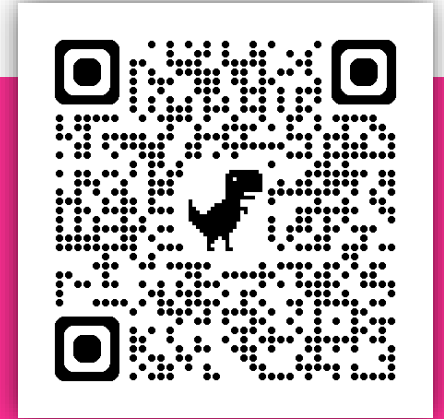
saic.edu/fa_adjust



Financial Aid Appeals

Examples:

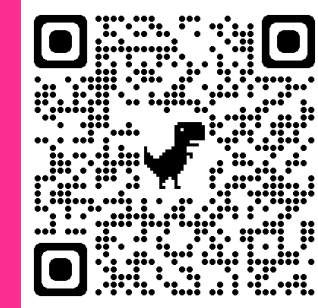
- Change in employment status or income.
- Unusually high medical expenses paid and not covered by health insurance
- Unusual dependent care expenses



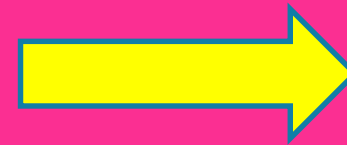
If you feel you have Special Circumstances, visit saic.edu and search “Appeals” for more information. Schedule an appointment with an advisor if you need additional guidance.

Zoom and Phone Appointments with SFS Advisors

Students can schedule appointments via the [Navigate Student App](#).



Parents can schedule appointments via [Acuity](#) at saic.edu/sfs.



Once the semester begins a FERPA Release Form must be on file with the Registrar to discuss student account specific information with parents.

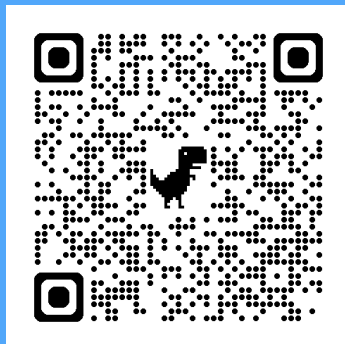
Contact Us!

SAIC Student Financial Services

36 S. Wabash Ave., Suite 1200
Chicago, IL 60603

Monday – Friday
8:30 am – 4:30 pm (CST)

Schedule Your Virtual
Appointment with SFS



EMAIL: saic.sfs@saic.edu

PHONE: 312.629.6600

WEBSITE: saic.edu/SFS

FACEBOOK:
www.facebook.com/SAICsfs

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