

Spring 2012 TOPP Application

I agree to pay my Spring 2012 semester expenses incurred at Stony Brook University in equal and consecutive monthly installments, due on the 15th of each month. I am enclosing a non-refundable application fee and I understand that this is the only fee I will have to pay in conjunction with this semester-based program.

The University will maintain records, process payments, and apply the funds to the student's account. All requests for refunds, **with the exception of the application fee**, must be in writing to the:

Student Accounts Office
245 Administration Building
Stony Brook University
Stony Brook, NY 11794-1301

Refunds will be processed in accordance with the University's refund policy.

I UNDERSTAND THAT I AM RESPONSIBLE TO PAY FOR ALL CHARGES INCURRED WHILE ATTENDING STONY BROOK UNIVERSITY BY APRIL 15, 2012. MISSED OR LATE PAYMENTS WILL RESULT IN REMOVAL FROM THE TOPP PROGRAM AND WILL BE SUBJECT TO LATE FEES.

Student's Name: _____
Last First M.I.

ID Number: _____

Home Address: _____
Street Apt. #

_____ City State Zip Code

Home Phone #: () _____
Area Code

Initial Payment: _____

Application Fee: \$40.00

Amount of Payment: _____

Your first payment and the application fee of \$40 must be included with your application.

Use the list of charges on the Bursar website (www.stonybrook.edu/bursar/) to complete this worksheet.

First, calculate your total charges:

Tuition	_____
Activity Fee	+ _____
If Full-time:	
Comprehensive Fee	+ _____
If Part-time:	
Academic Excellence & Success Fee	+ _____
College Fee	+ _____
Athletic Fee	+ _____
Infirmary Fee	+ _____
Transportation Fee	+ _____
Technology Fee	+ _____
Housing	+ _____
Meal Plan/Opening Weekend Student Meals	+ _____
Required Student Health Insurance	+ _____
Course Fees	+ _____
Bookstore Campus Account	+ _____
Total Charges (A)	= _____

Then, calculate your total credits:

Advance Deposits (Tuition and/or Room)	_____
Anticipated Financial Aid*	_____
Required Student Health Insurance Waiver (PROCESSED ON SOLAR)	_____
Additional Payments	_____
Total Credits (B)	= _____

*Only properly processed and authorized financial aid can be included in this calculation.

Next, subtract your credits from your charges (A minus B) to determine your total contracted balance:

Total Contracted Balance (C) = _____

Finally, to calculate monthly payments, use the schedule below:

Plan Enrollment Date	Divide (C) By
Through 1/15/12	4
1/16/12 - 2/15/12	3
Monthly Payment (D) = _____	

IMPORTANT—FINAL ENROLLMENT DEADLINE: February 15, 2012

Applications and worksheets sent without the application fee and first payment will not be processed. Please make checks payable to **Stony Brook University** and mail to:

Bursar's Office
P.O. Box 619
Stony Brook, NY 11790-0619