To submit an application for housing online, go to www.wcsu.edu/housing/forms.asp. Alternatively, you can fill out the online housing packet.

**REQUEST ON-CAMPUS HOUSING**

Sign up for on-campus housing and enjoy the convenience of being close to classes, activities, themed living/learning experiences, and more! To submit an application for housing online, go to www.wcsu.edu/housing/forms.asp and select the Housing Application link.

Email: housing@wcsu.edu  Office Hours: 8 a.m. – 4 p.m.

**Housing Office Telephone:** (203) 837–8531

**OBTAIN YOUR STUDENT ID CARD**

All registered students must obtain a WESTCONnect ID Card. Services associated with the card may be found at www.wcsu.edu/westconnect. Bring a valid form of photo identification (driver’s license, state identification card or passport) and your course schedule in order to allow university staff to verify registration for the current semester to the WESTCONnect Card Office located in the back of the Old Main Building.

Email: request_westconnect@wcsu.edu

Office Hours: Mon. – Fri. 8 a.m. – 4 p.m. (closed 12:30 p.m. – 1:30 p.m.)

WESTCONnect Card Office Telephone: (203) 837–9311

In addition, download the myWCSU mobile app from either the Apple or Google app store where you can access your student email, stay connected via WCSU social media - Instagram, Facebook, YouTube, Twitter, and more! This app will help guide students throughout their time here at WCSU through the major steps of what they need to do to stay on a path to a career (and they can click their way through how to do it, which will include getting access to the WESTCON Works job board, taking a career assessment test, and checking out all the other great tools that we have.).

**DOWNLOAD THE WCSU “CAREER PATH” APP AND TAKE THE FIRST STEP TOWARD A GREAT CAREER!** https://www.careerpathmobile.com/wcsu/ This app will help guide students
**APPLY FOR FINANCIAL AID**
Apply for financial aid by completing and submitting a FAFSA online at [https://fafsa.ed.gov](https://fafsa.ed.gov). Please be sure to include WCSU's school code: 001380 on the FAFSA.

**RESPOND FOR VERIFICATION**
If you are selected for verification, you will be notified by email of any additional requirements. Please respond to requests within the indicated timeframe. You (and parent, if required) will be required to create an account and complete the verification process via the Verification Gateway with Inceptia at verificationgateway.org/wcsu2020.

**ACCEPT YOUR FINANCIAL AID AWARD ONLINE**
Once all financial aid application requirements are received and your file has been reviewed, you will receive an award email notification from WCSU. The award email will provide you with specific instructions on how to access and accept your award offer. Please read and follow the instructions and all other pertinent information provided, including response dates and deadlines.

**NOTIFY FINANCIAL AID OFFICE OF PRIVATE SCHOLARSHIPS**
If you are receiving any private/external scholarships, you must notify the Office of Financial Aid. Please forward a copy of any scholarship award notification or list your scholarship awards on your Banner Self - Service account under Resources Tab.

**COMPLETE MASTER PROM. NOTE & ENTRANCE COUNSELING**
If you accepted a Federal Parent Loan or if your parents accepted a Federal Parent Plus Loan, a Master Promissory Note and Entrance Counseling must be completed for the appropriate loan type at [www.studentloans.gov](http://www.studentloans.gov). Please note that loan amounts will not be reflected on your student bill until this requirement is satisfied.

**ASSESS ALTERNATIVE FINANCING OPTIONS**
Parents may apply for a Federal Direct Parent Plus Loan at [www.studentloans.gov](http://www.studentloans.gov). Students may also apply for private alternative loans at [www.elmselect.com](http://www.elmselect.com).

**IMPORTANT INFORMATION FOR ALL FINANCIAL AID RECIPIENTS:**
Your eligibility for financial aid requires you to be matriculated in a degree-granting program and enrolled at least half-time, in accordance with your program. Financial aid is awarded based on full time attendance and aid will be adjusted consistent with your enrollment status as of the University's Freeze Date. Your financial aid is subject to change if you make changes to your enrollment status, withdraw from the university, drop a class(es), stop attending a class(es), do not initiate attendance in a class(es), inconsistencies between your housing status and financial aid application, or if you are receiving external financial assistance/scholarship. Any changes in your financial aid may result in a balance due to the university.

**Contact Office of Financial Aid and Student Employment:**
Email: wcsufinancialaid@wcsu.edu
Phone: (203) 837 – 8580   Fax: (203) 837 – 8528
Old Main, room 105, Midtown Campus
Office hours: 8 a.m. – 4:30 p.m. Monday – Friday

**VIEW, PAY YOUR BILL OR ENROLL IN PAYMENT PLAN**
Check your bill online by going to [bannerweb.wcsu.edu](http://bannerweb.wcsu.edu) and click on the “Secure Login” button.
- Enter your WCSU Windows username and password and select the "Login" button.
- Select the “CONNect Cash and EZPay” option under the Student-Services Tab.
- To view your bill, select "My Account" from the top menu options.
- Then select "Statements" and select the statement date and then select "View”.
- To make payment, click on the icon below "Action" and then select "Pay”.
- Enter information as prompted and select the continue button to agree to the terms and conditions to complete the payment.
- To enroll in a Payment Plan select "Payment Plans” from the top menu option and enter information as prompted. For step by step instructions to enroll, visit our website at [http://www.wcsu.edu/cashiers/payment-plan-options/](http://www.wcsu.edu/cashiers/payment-plan-options/)

**SET UP AN AUTHORIZED PAYER**
If you would like your parent(s) or guardian(s) to have access to view or pay your bill or enroll in a payment plan, set them up as an authorized payer. Go to [bannerweb.wcsu.edu](http://bannerweb.wcsu.edu) and click on the "Secure Login” button.
- Enter your WCSU username and password and select the “Login” button.
- Select the "CONNECT Cash and EZpay” option under the Student Services Tab.
- Find the “My Profile Setup” section on the right hand side of the student view home page.
- Select “Authorized Users” and then Click on "Add Authorized User” and enter the Authorized Users email address and answer the two questions, read the agreement and check the "I agree" box and then select "Continue”.
- An email will be sent to the Authorized User and will contain their log in user name and a separate email will be sent with their temporary password;
- Once an Authorized User receives their login credentials, they can access your account by going to [www.wcsu.edu/EZpay](http://www.wcsu.edu/EZpay) and select the Authorized Payer link.

**SIGN UP FOR DIRECT DEPOSIT VIA E-REFUNDS**
Excess financial aid is refunded to students by the Cashier’s Office. To expedite your refund, sign up for direct deposit/E-refund by selecting the Electronic Refund option under the "My Profile Setup" box from the student view home page. An email notification is sent to students WCSU email account when refunds have been processed.

**Important dates:**
Fall bills are due July 15
Spring bills are due December 15
Summer and Inter session bills are due upon registration

**Important payment information:**
There is no fee to pay online via an e-check using a checking/savings account. Credit/debit card payments (MasterCard, Visa, Discover, and AMEX) are subject to a 2.85%/$3 minimum convenience fee.

**Contact the Cashier’s Office:**
Email: cashiers@wcsu.edu
Phone: (203) 837 – 8381   Fax: (203) 837 – 9705
Old Main, room 106, Midtown Campus
Office hours: 9 a.m. – 4 p.m. Monday - Friday
Website: [www.wcsu.edu/cashiers](http://www.wcsu.edu/cashiers)