

Hello Students,

It is almost time for Spring Semester! This is a quick email with important information and dates for the spring term. If there are any questions after reviewing, please do not hesitate to reach out to us. Please share this email with your parents and/or authorized users. Happy holidays and safe travels to all!

Important dates for Spring Semester

December 15, 2021 – Spring/Summer SHIP ([student health insurance plan](#)) enrollment opens.

January, 3, 2022 – J Block begins and spring meal plans will be activated for students enrolled in J Block.

January 11, 2022 – Half Block begins and spring meal plans will be activated for students enrolled in Half Block.

January 17, 2022 - Online check-in process opens for all students. Please log in to [Self Service Banner \(SSB\)](#) and check in for the spring term. *Students receiving financial aid will not receive their Spring Semester disbursement until spring check-in is complete.*

January 24, 2022 – Block 5 begins

January 31, 2022 – SHIP deadline to submit waivers. *All students who do not have private insurance on file will be automatically enrolled and charged for CC health insurance if they have not completed the waiver process by this cut-off date.*

February 8, 2022 – Add/drop deadline for Block 5

Billing

January 10, 2022 at 6 p.m. –Statements will be available *online* for students enrolled in J Block and/or Spring Semester. **Spring Semester 4-installment payment plan enrollment begins at 6 p.m. Enroll in the payment plan via the Student Accounts [online billing site](#).**

February 3, 2022 – Spring Semester 4-installment payment plan closes at 6 p.m. Mountain Time.

February 4, 2022 – Spring Semester payment due in full or first installment for the payment plan due. *Any student account not paid in full by this date or enrolled in an installment plan is subject to a 1% late fee on the unpaid balance.*

<https://www.coloradocollege.edu/offices/studentaccounts/billing-schedule-.html>

***Please note: Although these items appear on your bill, if you have specific questions, please contact:**

Housing- housing@coloradocollege.edu or (719) 389-6618

Financial Aid- financialaid@coloradocollege.edu or (719) 389-6651

Health Insurance- Kimberly.Taylor@coloradocollege.edu or (719) 389-6386

Adding an Authorized User(s)

We encourage all students to add authorized users to their billing portal accounts. This is the only way that payers (including your parents) are able to receive any information regarding your account as well as pay your balance, view invoices, tax forms, etc. Please allow this assistance if you have it available to you. Otherwise, you are the sole person responsible for all balances incurred for your education here at CC. You can find additional guidance on how to do this here: <https://www.coloradocollege.edu/offices/studentaccounts/index.html>

1098-T Tax Forms

The forms will be available online for all students to view via the online billing/payment portal **January 31, 2022**. Paper copies will only be mailed to those students who did NOT opt for electronic presentment.

Students- To access the tax form, go to:

- Banner SSB / student tab / click on the billing and payments link.
- Then go to statements / view your latest 1098-T tax statement / select 2021.

If you would like your parents to have access to the form, please

- Go to the authorized user tab, click on the appropriate user under "actions" and click edit.
- Select "yes" on the radio button that states "view your 1098-T."

Parents- You can only access the tax form IF your student has given you authorization. Please have your student confirm this by logging into the online portal and following the bullet point steps above.

***Please note that a 1098-T form can only be prepared if CC has the student's tax identification number (TIN) on file. If you have not provided this information and would like this form, please do so here:* <https://www.coloradocollege.edu/offices/studentaccounts/student-taxpayer-id.html>

Direct Deposit Enrollment

If you are anticipating a refund as a student and would prefer a direct deposit instead of a paper check, please email AccountsPayable@coloradocollege.edu or call (719) 389-6782.

Reminders of other Important Information

Tuition and Fees- <https://www.coloradocollege.edu/offices/studentaccounts/tuition-and-fees.html>

Tuition Policy- <https://www.coloradocollege.edu/offices/studentaccounts/tuition-policy.html>

Financial Obligations- <https://www.coloradocollege.edu/offices/studentaccounts/financial-obligations.html>

Payment Methods and Mailing Address-

<https://www.coloradocollege.edu/offices/studentaccounts/payment-methods.html>