

## Welcome!

Below, you will find key points to help you get started. It is very important to know how to log on to your Banner Self-Service account. Here's how:

- Go to [rowan.edu/selfservice](http://rowan.edu/selfservice).
- Select "[Access Banner Services](#)."
- Log in using your Banner ID number and PIN.
- Take a moment to review the available links and options on the main menu.

### View and Pay Your Bill

Once you are logged on to Banner Student Self-Service, select the "[Bursar](#)" tab on the main menu.

#### To view your bill:

- Select "[Official Billing and Account Statement](#)." This will provide you with a real-time summary of your semester bill.

#### To pay your bill or enroll in a deferred payment plan:

- Select "[ePay Center](#)."
  - Select "[View Bill and Make Payment](#)."
- NOTE: You will be directed to the secure payment site. First-time users will be prompted to give consent to receive the 1098-T tax form electronically.*
- To pay your full term balance, select "[Make a Payment](#)," or to enroll in a deferred payment plan, select "[Payment Plans](#)" from the top of the page.

*For more information on payment plans, please visit the following web page: [rowan.edu/bursar/payment](http://rowan.edu/bursar/payment)*

### Waive Student Health Insurance

Full-time matriculated students are automatically charged for health insurance coverage for the academic year. If you are individually-covered and wish to waive this policy and its cost, follow the instructions below:

- Log on to Banner Student Self-Service.
- Select "[Student Health Insurance Waiver](#)" from the main menu.
- Enter your insurance company name and policy/group number and select "[I Agree](#)."

*NOTE: You will be directed to a confirmation page after completing the waiver. The Student Health Insurance fee will be removed from your bill overnight.*

### Stay in the Know

Authorizing users enables students to grant access to parents/guardians to view and pay the tuition bill on the student's behalf. To set up an authorized user, log on to Banner Student Self-Service and follow the steps below:

- Select "[Bursar](#)" tab.
- Select "[ePay Center](#)."
- Select "[View Bill and Make Payment](#)."
- Select "[Authorized Users](#)" from the menu to the right and follow the steps.

*NOTE: This does not replace the FERPA waiver administered by the Office of the Registrar.*

### Helpful Hints and Tips

- Be sure to check your Rowan e-mail account frequently, as this is the main source of communication between you and the University.
- To review your Financial Aid Award Package, log on to Banner Student Self-Service and select the "[Financial Aid](#)" tab.
- If you do not know your Banner ID and/or PIN, go to [rowan.edu/mybanner](http://rowan.edu/mybanner).
- To access your Rowan username and password, go to [rowan.edu/password](http://rowan.edu/password).