

APPENDIX D

2023-24 Important Financial Aid and Business Office Dates

DATE	EVENT
July 1, 2023	All forms submitted to Viterbo Financial Aid Office by this date to ensure review of aid application prior to receiving Fall 2023 bill.
August 1, 2023	Fall 2023 semester bills scheduled to be processed for registered students. <i>Confirmation of Enrollment</i> with the Business Office begins. Students must contact Business Office to verify financial aid covers all charges billed for the semester. If aid does not cover all charges or has not been awarded or disbursed, students are expected make a \$500 down payment.
August 1, 2023	First day to charge books at the Viterbo Bookstore for Fall 2023 classes (charges added to student's Fall 2023 Viterbo bill). Enrollment must be confirmed to charge to a student's account.
August 18, 2023	Fall 2023 financial aid transmitted to student accounts.
August 25, 2023	Deadline to complete Fall 2023 <i>Confirmation of Enrollment</i> with the Business Office.
August 28, 2023	First day of classes for the Fall 2023 semester.
September 1, 2023	Financial Aid Census Date – complete Fall 2023 registration by 11:59 p.m. today to have credits counted for financial aid.
September 1, 2023	Last day to charge books for Fall 2023 semester at the Viterbo Bookstore.
September 5, 2023	Last day to return books for Fall 2023 semester to the Viterbo Bookstore to receive a full refund.
September 8, 2023	Business Office begins issuing Fall 2023 financial aid refund checks (and each Thursday thereafter).
September 22, 2023	Deadline to submit SAP Appeal for Reinstatement to receive aid for Fall 2023 semester (if currently on financial aid suspension).
October 1, 2023	Reapply for financial aid for the 2024-2025 school year beginning on this date. Release date subject to change by the Dept. of Education. FAFSA available at www.studentaid.gov .
October 1, 2023	Interest begins accruing on unpaid balances.
October 31, 2023	Deadline to pay semester charges in full to avoid interest. Interest accrued during the month will be charged to accounts that have unpaid balances at the end of the day.
November 30, 2023	All financial aid paperwork must be completed by this date to receive financial aid when attending the Fall 2023 semester only.
December 11, 2023	Spring 2024 semester bills scheduled to be processed for registered students. <i>Confirmation of Enrollment</i> with the Business Office begins. Students must contact Business Office to verify financial aid covers all charges billed for the semester. If aid does not cover all charges or has not been awarded or disbursed, students are expected make a \$500 down payment.
December 15, 2023	Last day to have account paid in full, including interest charges, for Fall 2023 semester.
December 22, 2023	Deadline to request a "Reconsideration" of eligibility for 2023-24 due to special circumstances.
January 2, 2024	First day to charge books at the Viterbo Bookstore for Spring 2024 classes (charges added to student's Spring 2024 Viterbo bill). Enrollment must be confirmed to charge to a student's account.
January 5, 2024	Spring 2024 semester aid transmitted to student accounts.
January 12, 2024	Deadline to complete Spring 2024 <i>Confirmation of Enrollment</i> with the Business Office.
January 15, 2024	First day of classes for the Spring 2024 semester.
January 19, 2024	Financial Aid Census Date - complete Spring 2024 registration by 11:59 p.m. today to have credits counted for financial aid.
January 19, 2024	Last day to charge books for Spring 2024 semester at the Viterbo Bookstore.

January 22, 2024	Last day to return books for Spring 2024 semester to the Viterbo Bookstore to receive a full refund.
January 26, 2024	Business Office begins issuing Spring 2024 financial aid refund checks (and each Thursday thereafter).
February 1, 2024	Interest begins accruing on unpaid balances.
February 1, 2024	Priority deadline to submit the 2024-2025 financial aid forms.
February 1, 2024	Summer 2024 financial aid application available on Financial Aid webpage.
February 2, 2024	Deadline to submit all forms required for a 2023-2024 re-evaluation of eligibility due to “special circumstance”.
February 9, 2024	Deadline to submit SAP Appeal for Reinstatement to receive aid for Spring 2024 semester (if currently on financial aid suspension).
February 29, 2024	Deadline to pay semester charges in full to avoid interest. Interest accrued during the month will be charged to accounts that have unpaid balances at the end of the day.
April 26, 2024	All financial aid paperwork must be completed by this date to receive financial aid for Spring 2024.
May 1, 2024	Summer 2024 semester bills scheduled to be processed for registered students. <i>Confirmation of Enrollment</i> with the Business Office begins. Students must contact Business Office to verify financial aid covers all charges billed for the semester. If aid does not cover all charges or has not been awarded or disbursed, students are expected make a \$500 down payment.
May 1, 2024	First day to charge books at the Viterbo Bookstore for Summer 2024 classes (charges added to student’s Summer 2024 Viterbo bill). Enrollment must be confirmed to charge to a student’s account.
May 3, 2024	Summer 2024 semester aid transmitted to student accounts.
May 10, 2024	Last day to have account paid in full, including interest charges, for Spring 2024 semester.
May 10, 2024	Deadline to complete Summer 2024 <i>Confirmation of Enrollment</i> with the Business Office
May 13, 2024	First day of classes for the Summer 2024 semester.
May 17, 2024	Financial Aid Census Date – complete Summer 2024 registration by 11:59 p.m. today to have credits counted for financial aid.
May 17, 2024	Last day to charge books for Summer 2024 semester at the Viterbo Bookstore.
May 20, 2024	Last day to return books for Summer 2024 semester to the Viterbo Bookstore to receive a full refund.
May 24, 2024	Business Office begins issuing Summer 2024 financial aid refund checks (and each Thursday thereafter).
June 1, 2024	Interest begins accruing on unpaid balances.
June 14, 2024	Deadline to submit SAP Appeal for Reinstatement to receive aid for Summer 2024 semester (if currently on financial aid suspension).
June 30, 2024	Deadline to pay semester charges in full to avoid interest. Interest accrued during the month will be charged to accounts that have unpaid balances at the end of the day.
August 1, 2024	All financial aid forms must be turned in by this date to receive financial aid for Summer 2024.
August 16, 2024	Last day to have account paid in full, including interest charges, for Summer 2024 semester.