

Hokie Passport Services

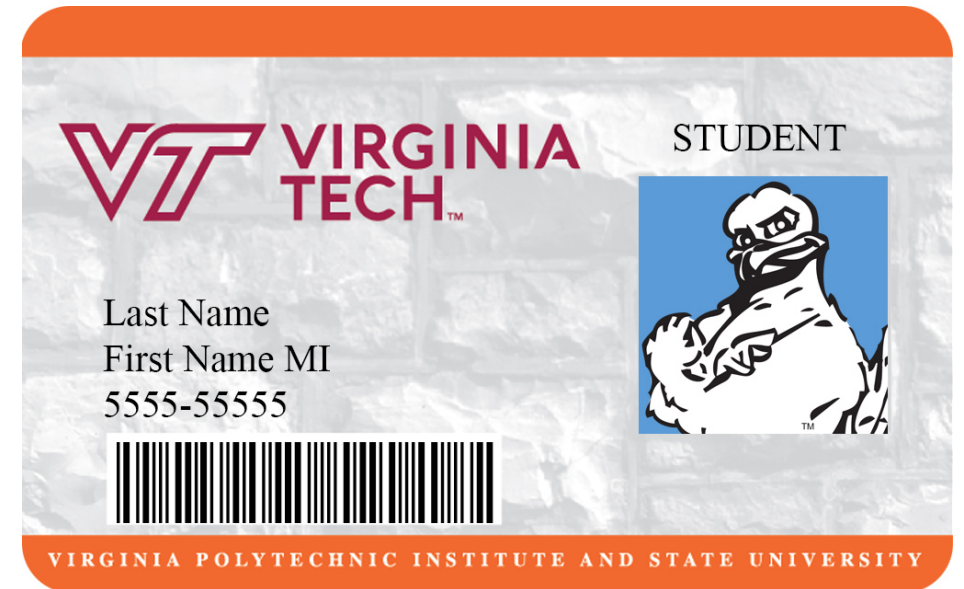


Money Matters

Hokie Passport ID Cards

The “Everything” Card!

- Proof of Identification
- Individual Dining Plan
 - Flex Additions/Dining Dollars
- Hokie Passport Account
- Building and Event Access
- Library Card



Individual Dining Plans

- On-Campus Options
 - Major Flex (default)
 - Mega Flex
 - Premium Flex
- Off-Campus Options
 - No Dining Plan
 - Commuter Cash
 - Minor Flex
 - Major Flex
 - Mega Flex
 - Premium Flex



Dining Plan Tips

- **Work for Dining Services**
 - Flexible hours
 - Competitive pay
 - Free meal for every shift worked
- **Eat at D2**
 - 67% discount
 - All-you-care-to-eat
- **Use Grubhub**
 - Kiosk and app-based orders and payments
- **Grocery shop**
 - Keep breakfast, snacks, and drinks in your room
- **Keep track of your Flex Dollars**
 - Flex Use Chart
- **Don't share your plan**
 - Costly
 - Potential conduct violation
- **Get involved**
 - Free events through Dining Services and other organizations on campus

Hokie Passport Account

- On-Campus Merchants
 - Residential laundry facilities and vending machines
 - Dining facilities
 - University bookstores
 - Printing and photocopying
- Off-Campus Merchants
 - Restaurants
 - Grocery stores
 - Retailers
 - Health care and medical services



Summary of Accounts

Account	Description	Discount	Rollover Policy
Flex Dollars	Initial Flex dining plan funds to be used in university dining centers	50-67%	Fall to Spring if Spring dining plan is purchased
Flex Additions	Funds deposited to supplement a major dining plan and to be used in university dining centers	50-67%	Semester to semester until formal separation from university* <i>*will revert to Dining Dollars if major dining plan is not purchased in a given semester</i>
Dining Dollars	Funds deposited to supplement a minor dining plan or to be used in lieu of a dining plan at university dining centers	5%	Semester to semester until formal separation from university
Hokie Passport Account	Funds deposited to be used at on- and off-campus merchants	None	Semester to semester until formal separation from university

Online Services

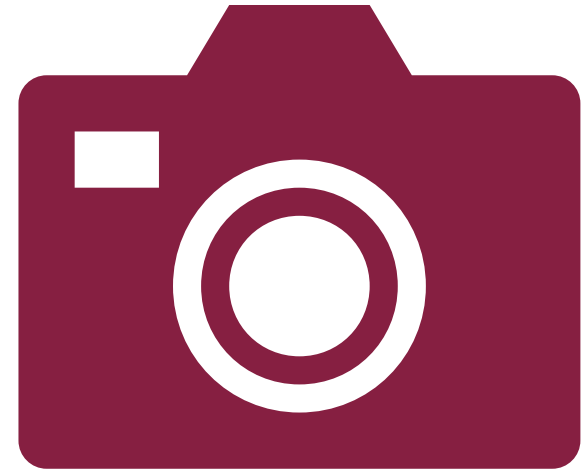
- Add/Change Dining Plan Selection
- Mobile ID
 - Set/Reset Pin
- Grubhub
- Balances/Transaction History
 - Students
 - Guests

- Quick Deposit
 - Debit/Credit Cards and eChecks
 - Currently no fees
- Deactivate Lost/Stolen ID

www.hokiepassport.vt.edu

Submitting an ID Card Photo & Validating an ID Card

- Submit acceptable photo
 - Adhere to posted guidelines to avoid delays
 - Maximum of 3 attempts
- Wait for confirmation that photo has been approved
 - 1-3 business days
- Visit Validation Station after move-in if applicable



Office of the University Bursar



Money Matters

eBill and Payment Options

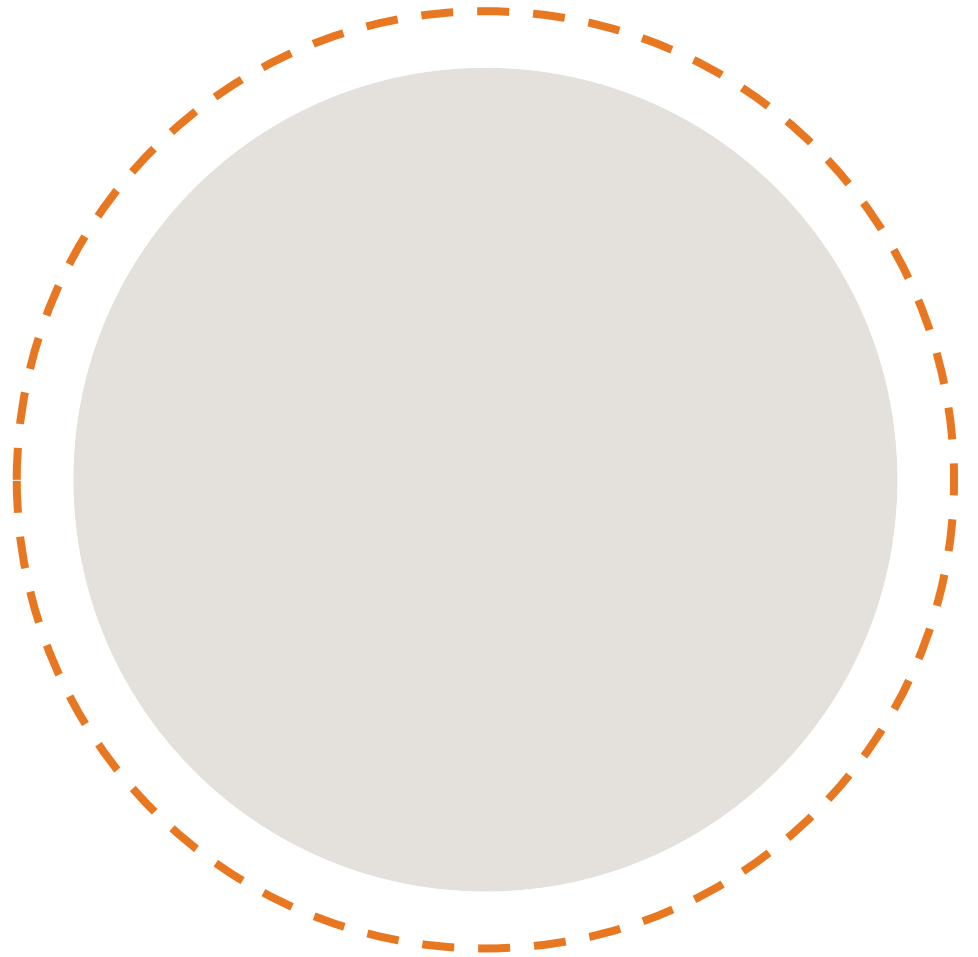


Get Involved

Family members:

Team up with your student for access to university systems and permission to discuss your student's account.

- www.wallet.vt.edu
“Getting Started Guide”
- **Student ID#**
- **FERPA** (Family Educational Rights Privacy Act Disclosure)





FERPA Authorization

According to the Family Educational Rights & Privacy Act (FERPA), University staff can only discuss matters with people if they provide a proper FERPA Passcode. The FERPA Passcode lets us discuss information with students, parents, guardians, and/or authorized payers.

The student should create a FERPA passcode through their Hokie SPA for themselves and any parent or family member that may make inquiries on their behalf.

HOKIE SPA (Student Portal Access)

Hokie SPA is only for students.

Hokie Wallet

- View and Pay eBill**
View Current eBill information, and make an online Payment. Register Authorized Payers. View your eBill statement history
- Budget Tuition Plan**
Apply for the semester payment plan. Fall Semester enrollment starts mid-July, Spring Semester mid-December, and Summer
- FERPA (Family Educational Rights and Privacy Act Disclosure)**
The Family Educational Rights and Privacy Act (FERPA) requires that you authorize the university prior to release of any academic information to parents, guardians, spouse, sponsor, etc.
- Hokie Passport Services**
Make Hokie Passport Account and Dining Dollars/Flex Additions Deposits.
- Reporting Form for Scholarships and Other Assistance**
Report any scholarships, grants, loans and other types of assistance from various outside sources to include awards from your
- Request for Reduced Comprehensive Fees**
In recognition of students living and studying away from the Blacksburg campus in a non-virtual class, comprehensive fees may be waived. Request forms must be submitted by the last day to add courses each term.
- Enroll in Direct Deposit**
View current Direct Deposit status. Payroll, Student Refunds and other University reimbursements can be automatically deposited
- Tax Notification**
View Tax Notification Information (1098-T)
- Account Summary**
View only content of charges, payments, and credits on your account. Select the "View and Pay eBill" for current eBilling details
- Authorize Payment of Miscellaneous Charges**
Authorize the use of Title IV Financial Aid for payment of miscellaneous charges such as fines and medical clinic fees
- Administrative Holds**
View administrative holds on your account that may be preventing registration or drop add activity
- Tuition and Fees**
Link to Bursar Web Page with information about Tuition and Fees (Will open in a new browser window)
- Pay Online with Foreign Currency**
Quick, secure, and convenient payments from over 220 countries and territories, in more than 100 currencies.
- Contact Bursar Office**
Send Message to Bursar's Office via Email (Will open your local mail client)

[VT Alerts | Hokie PLUS | Hokie Team | Hokie Spa | Timetable of Classes | Graduate Admissions | Hokie Wallet | Dean of Students Reporting System Menu | Faculty Online Credential System |

Hokie Wallet

- View and Pay eBill**
View Current eBill information, and make an online Payment. Register Authorized Payers. View your eBill statement history

For parents and family members, there may be multiple access points with separate log in requirements once authorized by your student.



FERPA Authorization

Hokie Plus Hokie Team **Hokie Spa**

Search Go MENU SITE MAP HELP EXT

FERPA Disclosure

i **The Family Educational Rights and Privacy Act (FERPA)** requires that you authorize the university prior to release of any academic record information to a third party. Completion of the following online form allows you to approve disclosure of your academic record information to parent(s) and/or guardian(s). The disclosure will remain valid until you remove the authorization via the add/delete button. It is important that you create a 8 character PASS CODE (alpha numeric) to be shared with your parent and/or guardian. The parent/guardian must disclose the pass code to the appropriate university official prior to receipt of any of your academic record information.

PASSCODE FOR SELF: To allow departments and college offices to discuss your record over the phone with you, assign yourself a passcode. Provide passcode to staff when calling.

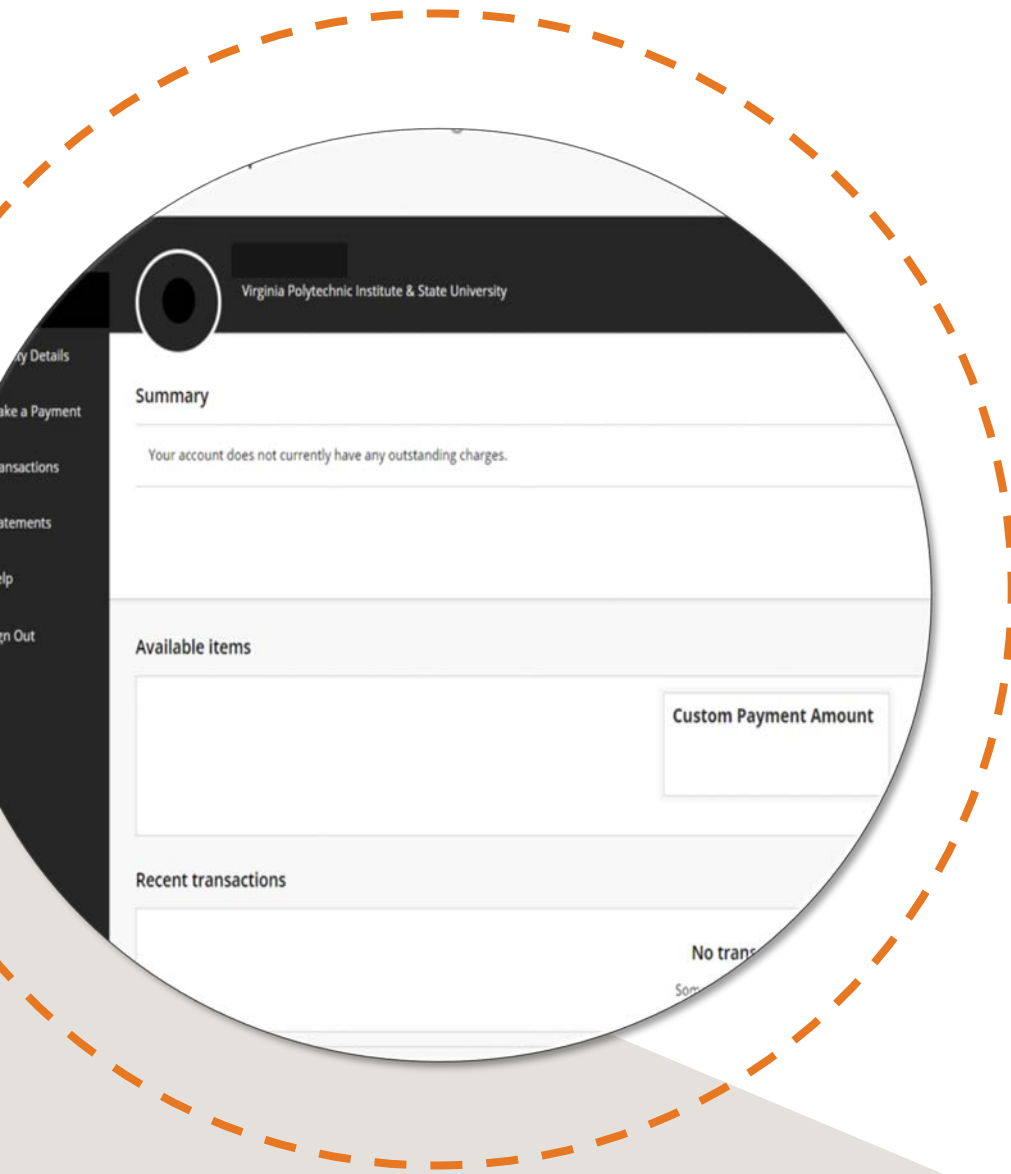
Tax Dependent? It is important to note that the Commonwealth of Virginia requires tax dependent students attending Virginia's colleges and universities to release academic record information to their parents. This requirement is allowable within the guidelines of FERPA. If you are a tax dependent of your parent or guardian, please denote that information by checking "YES" in the question column, "Are you a Tax Dependent?" Remember to complete the 8 character PASS CODE (alpha numeric) information as well.

Refer any questions relative to this process or laws should be directed to Rick Sparks, registrar@vt.edu.

[Return to Registration Status page](#)

Parent/Guardian/Other/Student Name		Relationship	Are you a tax dependent to this person?	Create Pass Code	
First name	Last name		Yes <input checked="" type="radio"/> No <input type="radio"/>	<input type="text"/>	
Existing records:					Delete?
[REDACTED]		Mother	Y	[REDACTED]	No <input checked="" type="checkbox"/>
		Self	N		No <input checked="" type="checkbox"/>
<input type="button" value="Add/Delete Record"/> <input type="button" value="Reset"/>					

[[VT Alerts](#) | [Hokie PLUS](#) | [Hokie Team](#) | [Hokie Spa](#) | [Timetable of Classes](#) | [Graduate Admissions](#) | [Hokie Wallet](#) | [Dean of Students Reporting System Menu](#) | [Faculty Online Credential System](#) | [Banner Current Releases](#)]



eBill

- **Paperless Billing:** Monthly notifications are sent by email to all students and their Authorized Payers.
- Fall billing begins **July 16** with a payment deadline of **August 12** -- before the start of the term.

Pay Online:

- eCheck – no fees
- Credit Card – service charge
- Flywire International Payments
- Semester Payment Plan



AVOID LATE PENALTIES: Add an eBill Authorized Payer

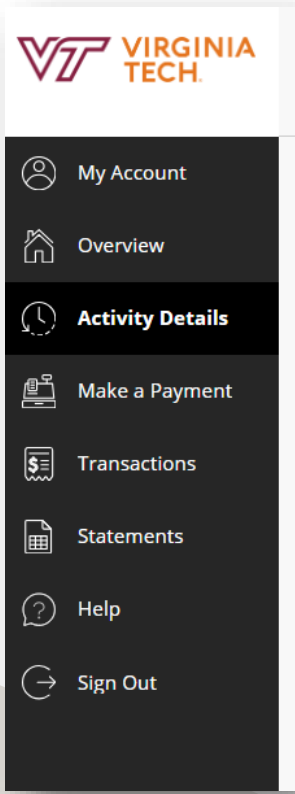
The screenshot shows the 'My Account' interface for Virginia Tech. On the left is a dark sidebar with menu items: My Account, Overview, Activity Details, Make a Payment, Transactions, Statements, Help, and Sign Out. The main content area is titled 'My Account' and includes sections for 'Basic information', 'Payment methods', 'Payers', 'SMS notifications', and 'Privacy & terms'. A 'Payer Invitation' modal is open on the right, containing the following sections:

- Payer information:** Fields for * First name, * Last name, * Email address, and * Confirm email address.
- Payer access:** A checkbox for 'Allow access to statements' which is checked.
- Message to payer:** A text input field with a note 'Minimum 250 characters'.
- Buttons:** 'Cancel' and 'Send Invitation' buttons at the bottom.

Two orange arrows point to the 'My Account' menu item in the sidebar and the 'Add eBill Authorized Payer' button in the 'Payers' section of the main interface.



AVOID LATE PENALTIES: eBill



Activity Details

- Real time display of current balance subtotal.

Statements

- Produced only once per billing cycle.
- Statements are permanent records of each billing cycle.

AVOID LATE PENALTIES: eBill

VIRGINIA TECH.
Office of the University Bursar (MC0143)
Student Services Bldg, Suite 150, Virginia Tech
800 Washington Street SW
Blacksburg, Virginia 24061

STATEMENT SUMMARY

Statement Date	12/18/2023
Due Date	01/10/2024
Student ID	
Previous Account Balance	\$3,300.87
Current Account Balance	\$18,521.50
TOTAL DUE	\$12,812.50

If mailing a check, make your check payable to Treasurer of Virginia Tech and please include Student ID #.

Have a question? Visit wallet.vt.edu

Late payment fees of 10% of the past due balance (not to exceed \$125 per term) will be assessed to students who have not paid or do not have sufficient financial aid or other credit to cover institutional charges. Finance Charges will be assessed to all accounts with a past due balance. Students will not be assessed finance charges unless there is a past due balance remaining at the end of the term. **If applicable, a pending credit indicates an anticipated payment that may be changed or cancelled. You will be responsible for any remaining balance should this anticipated payment not be received.

Invoice/Statement Details

Date Posted	Term	Description	Charges	Credits
			PREVIOUS ACCOUNT BALANCE	\$3,300.87
Current Activity				
	Spring 2024	Ag & Life Sci Fee, Spring	\$375.00	
	Spring 2024	Athletic Fee, Spring	\$210.50	
	Spring 2024	Health Fee, Spring	\$314.50	
	Spring 2024	Commonwealth Facility & Equipment	\$302.00	
	Spring 2024	UG Out-of-State Tuition, Spring	\$16,655.00	
	Spring 2024	Library Fee, Spring	\$55.00	
	Spring 2024	Rec Sports Fee, Spring	\$187.00	
	Spring 2024	Student Activity Fee, Spring	\$274.00	
	Spring 2024	Technology Fee, Spring	\$42.00	
	Spring 2024	Student Services Fee, Spring	\$306.50	
	Spring 2024	ISC 2116 Lab Fee	\$95.00	
	Spring 2024	Tuition One-Time Rebate	-\$275.00	
	Spring 2024	Fees One-Time Rebate	-\$20.00	
11/17/2023		BTP E-ACH Payment		\$3,300.87
		*** Activity SUBTOTAL = \$15,220.63 ***		
		*** PENDING CREDITS ***		
	Spring 2024	WVOFFF Funds for Future O/S UG		\$887.00
	Spring 2024	Federal Direct Unsub Loan		\$990.00
	Spring 2024	Federal Direct Sub Loan		\$1,732.00
	Spring 2024	WVTGT - VT Scholarship O/S UG		\$2,100.00
Total Amount Due			\$12,812.50	

- **Charges**
- **Payments:** These are monies actually received.
- **Pending Credits:** These are monies we are expecting to receive.

Activity Details

Current Account Summary

Student ID:	Student Name:
Summary Description	
Previous Term Balance	\$0.00
Current Term Balance	\$0.00
Pending Credits	-\$0.00
Current Account Balance	\$0.00



College Savings Plans & Outside Scholarships

College Savings Plans

- Contact your plan provider
- Request funds early

Virginia Prepaid Education Plan (VPEP)

- Covers tuition and mandatory comprehensive fees, will not cover room and board.
- The plan owner should submit a withdrawal request in advance of the payment deadline.
- A pending credit will post to the account for the expected payment amount.

Outside Scholarships

- Students submit university online form through their Hokie SPA
- Separate submission for each outside scholarship
- Award letter required for each scholarship
- Submit early

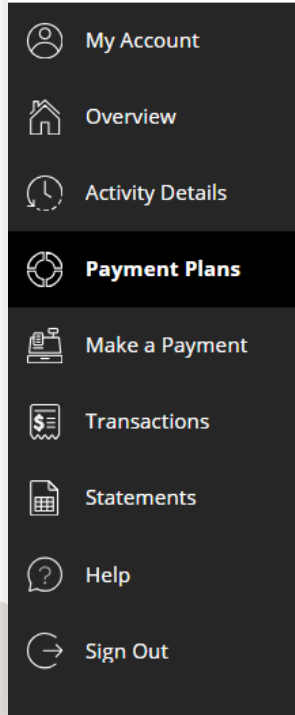


Budget Tuition Plan: Semester Payment Plan

Payment Plan

- Pay part or all of your tuition, fees, dining, and housing in monthly installments during the semester.
- Only pay a \$45.00 application fee per semester, interest-free.
- Combinable with financial aid, loans, or scholarships.
- Must enroll each semester
- Payable with U.S. or domestic bank account only, no credit cards or foreign banks.
- Automatically adjusts for charges and credits placed on the account.
- Enrollment Periods Open:
 - Fall semester: mid-July
 - Spring semester: mid-December
 - Summer semester: early-May

Budget Tuition Plan How-To:



How to apply for the Budget Tuition Plan:

Students:

- Log in to Hokie SPA
- Choose “Hokie Wallet”
- Choose “Budget Tuition Plan”
- Select “Payment Plans”

Parents:

- Log in to Authorized Payer
- Select “Payment Plans”



Expectations

The student account is paid or arranged to be paid through *university-verified* scholarships, grants, loans, or the payment plan by the semester payment deadline date of August 12. Failure to do so will result in late penalties or financial dismissal.



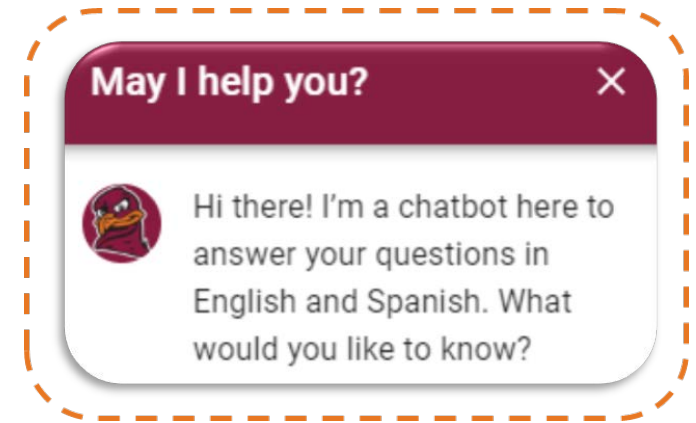
Refunds

Enroll in the Hokie SPA's Direct Deposit for Refunds, which provides a safe and fast way to receive cash refunds for school supplies, computers, books, or other personal needs.

Helpful Links

University Bursar: www.bursar.vt.edu

- Tuition & Fee Rates
- Description of Fees
- Payment Options
- College Saving Plan Guidelines
- Refund Policy
- Due Dates & Late Penalties
- Contact us with “chatbot”



Hokie Wallet (Family Members): wallet.vt.edu

- Getting Started Guide

Hokie SPA (Student Portal Access): hokiespa.vt.edu

- Financial Checklist for New & Returning Students

Office of University Scholarships and
Financial Aid



Money Matters

Financial Aid

Understanding the Financial Aid Package

Financial Aid

Award Year: 2024-2025


[Home](#) [Award Offer](#) [Financial Aid History](#) [Resources](#) [Notifications](#) [Satisfactory Academic Progress](#) [College Financial](#)

Accept your Award and Agree to Terms and Conditions



You have not accepted your USFA Administered award and/or Terms and Conditions. You will not have the award reflected on your student bill until you have completed both items. Please proceed to the Award offer tab, accept...

Student Requirements

Unsatisfied Requirements

 Terms and Conditions Last update: 04/30/2024	DOCUMENT NEEDED
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Satisfied Requirements

 Free Application for Federal Student Aid (FAFSA) Last update: 03/25/2024	COMPLETED AND PROCESSED
 General Scholarship Application Last update: 11/22/2023	COMPLETED AND PROCESSED



Understanding the Financial Aid Package

Financial Aid

Award Year: 2024-2025



[Home](#)

[Award Offer](#)

[Financial Aid History](#)

[Resources](#)

[Notifications](#)

[Satisfactory Academic Progress](#)

[College Financ >](#)

Expected Family
Contribution

\$15,011.00

Net Cost

\$29,452.00

Understanding the Financial Aid Package – Cost of Attendance

Cost of Attendance ^

Billable Items

Type	Fall 2024	Spring 2025 (tentative)	Amount
Tuition and Fees	\$7,974.00	\$7,974.00	\$15,948.00
	\$7,974.00	\$7,974.00	\$15,948.00

Non Billable Items

Type	Fall 2024	Spring 2025 (tentative)	Amount
Bks, Suppl, Crse Mat, & Equip	\$1,339.00	\$1,339.00	\$2,678.00
Loan Fees	\$35.00	\$35.00	\$70.00
Living Allowance	\$4,336.00	\$4,336.00	\$8,672.00
Misc Personal Expenses	\$1,271.00	\$1,271.00	\$2,542.00
Transportation	\$941.00	\$941.00	\$1,882.00
	\$7,922.00	\$7,922.00	\$15,844.00

\$31,792.00



Understanding the Financial Aid Package – Grants and Scholarships

Grants and Scholarships to Pay for College

Type	Fall 2024	Spring 2025 (tentative)	Amount
Federal Pell Grant	\$370.00	\$370.00	\$740.00 ACCEPTED
Virginia Tech Scholarship	\$800.00	\$800.00	\$1,600.00
	\$1,170.00	\$1,170.00	\$2,340.00
			-\$2,340.00

Students must actively accept any scholarship that is in OFFERED status.



Understanding the Financial Aid Package – Work-Study and Loans

Options to Pay Net Cost

Work

Type	Fall 2024	Spring 2025 (tentative)	Amount
Federal Work-Study	\$2,500.00	\$2,500.00	\$5,000.00
	\$2,500.00	\$2,500.00	\$5,000.00
			-\$5,000.00

Loans

Type	Fall 2024	Spring 2025 (tentative)	Amount
Federal Direct Sub Loan	\$1,750.00	\$1,750.00	\$3,500.00
Federal Direct Unsub Loan	\$1,000.00	\$1,000.00	\$2,000.00
	\$2,750.00	\$2,750.00	\$5,500.00
			-\$5,500.00

Understanding the Financial Aid Package – Scholarship Terms and Conditions

Home Award Offer Financial Aid History Resources Notifications Satisfactory Academic Progress College Finance >

Terms and Conditions

As a scholarship recipient, you must acknowledge and meet these criteria to maintain eligibility for VT scholarships awarded by the Office of University Scholarships and Financial Aid (USFA).

I agree to:

- File a [FAFSA](#) by March 1, 2025 for the 2025-2026 aid year
- Complete verification, if selected
- Demonstrate need (for need based scholarships)
- Meet [Satisfactory Academic Progress \(SAP\)](#) requirements
- Remain continuously enrolled
- Enroll full time (12 hours) during Fall and Spring terms
- Earn at least 30 credits hours each academic year
- Not exceed my scholarship's maximum number of renewable years

If you do not meet these criteria, you will not receive your USFA administered scholarship for the upcoming academic year.

Your scholarship type or amount can change. If you receive more aid or if your FAFSA data changes, your financial aid package will be adjusted according to federal, state, and institutional regulations.

The criteria listed above only apply to USFA administered scholarships and do not necessarily pertain to any college or departmental scholarships.

Read all messages associated with each of your scholarships to understand any additional criteria.

Find more information on maintaining eligibility for USFA administered scholarships [here](#).

Below are messages for each type of financial aid (scholarships, grants, work study, loans) on your financial aid offer. Carefully read each message to know and understand their specific requirements.



Understanding the Financial Aid Package – Notifications

[Home](#) [Award Offer](#) [Financial Aid History](#) [Resources](#) [Notifications](#) [Satisfactory Academic Progress](#) [College Finance >](#)

Messages

Student's signature missing from online FAFSA. Signature correction must be made on a printed FAFSA Submission Summary and r...
04/16/2024

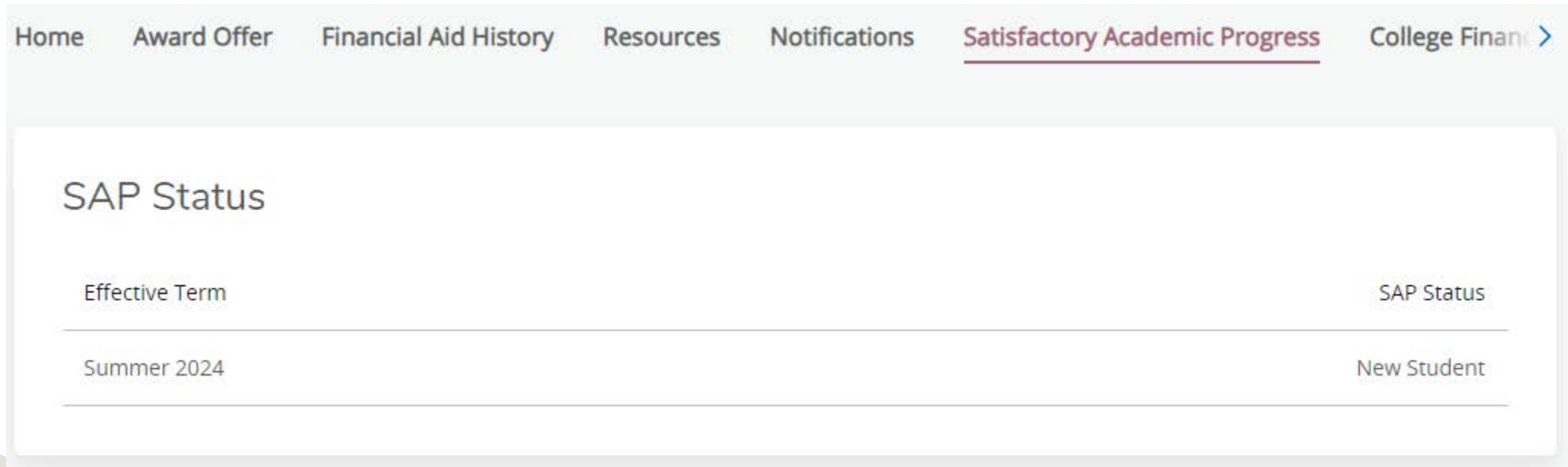
Understanding the Financial Aid Package – Satisfactory Academic Progress (SAP)

Students must maintain Satisfactory Academic Progress to keep their financial aid, including loans, for subsequent aid year. VT evaluates SAP each year after spring terms grades post.

GPA greater than 2.0

Successfully complete 67% of cumulative attempted credits

Successfully complete all degree requirements within 125% of the credits needed for the degree



The screenshot shows a navigation bar with links: Home, Award Offer, Financial Aid History, Resources, Notifications, Satisfactory Academic Progress (underlined), and College Finan >. Below the navigation bar is a section titled "SAP Status" containing a table with two rows.

Effective Term	SAP Status
Summer 2024	New Student

Covering the Balance after Financial Aid and Scholarships

- **Outside Scholarships**

- Check with – school counselor, employer, places of worship, local professional organizations, local service organizations, local community college website
- Online searches
 - Beware - Don't pay
 - Some to try that do not have a fee:
 - Fastweb
 - College Board Scholarships
 - CareerOneStop (U.S. Department of Labor)
 - Scholarships Expert (UNIGO)
- Report all outside scholarships to the Bursar's Office

Covering the Balance after Financial Aid and Scholarships

- **Parent PLUS loans**

- Apply now (FAFSA required)
- Studentaid.gov (make sure you do not apply for a Graduate PLUS loan)
 - Parent is the borrower – credit balance to student or parent (choose on the application)
 - Select Virginia Polytechnic Institute and State University in Blacksburg, VA, school code 003754
- Private student and/or parent loans
 - FASTChoice (search tool on our Private/Alternative Loans page)

- **HOW MUCH?**

- Borrow up to Cost of Attendance minus other financial aid and scholarships

- **HOW LONG**

- We highly recommend applying for a full year (fall and spring semester) loan. Your costs will be similar from the fall semester to the spring semester.

- **WHEN?**

- We highly recommend applying for loans sooner rather than later.



Private Lending for Higher Education



Please Select the Appropriate Option

Begin by choosing the option below that best matches your situation.

[Undergraduate Borrowers](#)

Loan Counseling and Lender Selection Tool

[Graduate Borrowers](#)

Loan Counseling and Lender Selection Tool

[Parent Borrowing](#)

Loan Counseling and Lender Selection

- finaid.vt.edu
- Click SEARCH
- Enter “FASTchoice” in the search box
- Select the first result
- Private/Alternative Loans page
- Scroll down to the To Apply section
- Click the FASTChoice hyperlink



Busting Loan Myths

1. If I borrow a full year loan, I am paying interest on the entire amount from the start of the fall semester.

FALSE - You will not overpay interest when you borrow all at once for a full academic year because you only pay interest on the amount disbursed.

2. It is better to wait for spring charges and apply for a loan then.

FALSE - If the student plans on being full-time for both semesters, your bill should be very similar both terms.

Loan Pointers

1. When you apply for a loan for the full academic year you will have one credit check and one loan payment.
 1. Full year loan period – Start: August 2024 and End: May 2025
 2. Partial year loan periods – Fall Semester Start: August 2024 and End: December 2024; Spring Semester Start: January 2025 and End: May 2025; Summer Semester Start May 2025 and End August 2025
2. Make sure both the parent's and the student's Social Security Numbers are correct on loan applications.
3. If you opt for more than one loan, you may run the risk of being denied on future applications.
4. When you apply for one loan at the beginning of the academic year, you will have peace of mind knowing that the aid you applied for is in place for the academic year.

General Pointers

1. Complete the FAFSA and the scholarship application each year.
 - The FAFSA usually opens October 1 each year. It will be delayed for next year.
 - The FAFSA Priority deadline is March 1 each year.
 - The scholarship application for the next year will open in late August each year.
 - The priority deadline is January 22 each year.
 - Make sure to complete the scholarship application yearly.
2. Check your email regularly – both students and parents.
3. Check Hokie SPA regularly.
4. Accept your scholarships in Hokie SPA.
5. Always have your FERPA passcode when contacting a VT office.
6. Don't wait until the last minute – loan applications, 529's, outside scholarships, budget tuition plan, payment.



Questions?

- **Please use the HokieBird Chatbot located on our website: finaid.vt.edu**
- **Direct Lines of Contact**
 - Phone: (540)-231-5179
 - Email: finaid@vt.edu