

Finalization FAQ

1. Other than register for my classes what else do I need to do to make sure I'm ready for next semester?

There are three steps after registration: paying for any current account balance, confirmation and finalization. These are sometimes foreign words. There's information below to help you navigate this process.

2. I have a balance from this semester to pay off. How will this impact next semester?

You can register and confirm for the coming semester as long as you have \$1500 or less on your account balance. Account balances from previous semesters must be paid in full before the start of the next semester to be finalized. Remember, you can't use "new financial aid," dedicated to the coming semester, to pay off past bills. This is a federal financial aid rule.

3. What do I do if I don't know how to pay off my account balance before the start of the next semester?

The most important thing to do is to communicate. Set up an appointment with someone in the Cashier's Office or Financial Aid to review your options. You belong at MNU. Let us try to help you figure this out.

4. What is confirmation?

Confirmation is accepting financial responsibility for the coming semester.

5. What is finalization?

There are two steps in finalization...forms and payment arrangements. Step one: there are a series of forms you have to fill out each semester. Some are MNU forms and some are required by the federal government. Step two: you need to tell us how you are going to pay for the semester ahead. This can be done in one of three ways. You can pay in full for the coming semester, have a payment plan for the coming semester, or have made one payment for the coming semester.

6. When do I need to be confirmed and finalized?

*By 5PM, on the fifth day of classes, if you aren't confirmed or finalized, the university will assume you are not returning to MNU. **The deadline is Monday before classes start on Tuesday.** This is very important. If you want a 100% refund, you must withdraw by 5PM on **Friday of the first week of the semester**. Don't wait until the fifth day of classes to confirm or finalize.*

7. What happens if I don't confirm or finalize by the fifth day of classes?

At this point, you will be removed from classes. To be removed from classes and be eligible for a 100% refund, you must withdraw from registered classes by 5PM on day two of classes.