2017 JAN PLAN TRIPS – PAYMENT INFORMATION FOR STUDENTS

Students planning to attend a 2017 Jan Plan trip should be aware of the information below regarding payment.

- The $500 deposit is due Wednesday, October 19, 2016 (or earlier if required by the trip leader). The deposit is non-refundable. If a student withdraws from the trip, they will be charged the forfeited deposit as well as any other expenses which have been incurred.

- Payment of the $500 deposit can be made in Student Financial Services (SFS) by cash, check, or presentation of the student’s ColbyCard with adequate funds to cover the deposit. This can be done during normal business hours: 8:30 am – 4:30 pm, Mon-Fri. Students must specify the Jan Plan trip at the time of payment in order to reserve their place for that trip.

- Checks for the deposit may also be mailed to:
  Student Financial Services
  Colby College
  4130 Mayflower Hill
  Waterville, ME 04901
  (The student’s name, Colby ID number, and the Jan Plan trip must be included with the check.)

- Regardless of the payment method, students will receive an email from SFS confirming the Jan Plan deposit was received and which Jan Plan trip was indicated at the time of payment.

- A credit for the deposit will be applied to the student account when it is received, and the Jan Plan trip will be charged to the student account by early November. Final payment for the Jan Plan is due before December 1, 2016, when trip leaders will be notified of any unpaid balances. Payments made on the student account are first applied to any previous student account balance. Therefore, in order for the Jan Plan to be considered paid in full, any previous balance must be paid as well.

- There is no Colby Grant available for Off Campus Jan Plans.

Students and parents with questions regarding Jan Plan payment should contact Student Financial Services by emailing sfs@colby.edu or calling 1-800-723-4033.