



**New York University**  
*A private university in the public service*

**Office of Global Programs**

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Memorandum To: Students and their Families Studying Abroad  
From: Chris Nicolussi, Director of Student Services, NYU Global Programs  
Re: Your Electronic Bill

**IMPORTANT NOTE:** This memo does not apply to visiting students whose home schools choose to bill them directly for their term at NYU—those students will continue to pay their home schools in the usual manner.

In December you will receive your first “E-bill” from New York University for the spring term. I write to raise a few points about the bill:

**A Note about “E-bills”:** NYU’s Electronic billing system is now the official means of generating tuition bills for all enrolled students. Within a few weeks of registering for classes, you will receive a message at your official NYU e-mail address notifying you that a bill for tuition, fees, and housing is now available. It is assumed that all students regularly check their E-Bills throughout the term as charges relating to Study Abroad can occur off of the usual cycle.

**A Note for Students Going to Buenos Aires, Florence, Ghana, London, Prague, Shanghai & Tel Aviv:** Nearly everyone who studies in these sites—including students on the Tisch Special Programs in London and Prague—is billed an *estimated housing charge*. For Freshmen in Florence you will have an actual amount placed on your account, though your assignment could alter, as without it you cannot secure a year-long visa. As we discuss in our pre-departure materials, this estimate is used as a “placeholder charge” until we put you in your final housing assignment; the initial charge is **unrelated** to your final housing charge. There are two reasons we do this:

- The charge allows those of you on financial aid to have loan and grant funds released to you earlier (otherwise, you would have to wait until well into the spring semester).
- It allows the rest of you to budget ahead and pay the bulk of your charges now, rather than waiting until final housing assignments are made.

The most important thing to remember is that **you should pay the estimated housing charge**. Once the actual housing placement has been made, we will adjust your bill, resulting in either a credit to your account or an additional charge. The final charge will appear on your E-bill within 2-3 weeks following the start of your program, though you can check your account on-line via NYUHome for more updated information at the beginning of the semester. Remember that final housing assignments (for the programs listed above) will be e-mailed to you 1-2 weeks prior to departure.

**A Note for Students Going to Madrid, Paris, & NYU at AUP:** That last section does not apply to you. In fact, you will not be billed for housing through NYU and it will not appear on your E-bill, but will instead pay your landlord/landlady directly each month while you are abroad. If you have questions about this process, please e-mail [madrid.housing@nyu.edu](mailto:madrid.housing@nyu.edu), [nyuparis@nyu.edu](mailto:nyuparis@nyu.edu), or [nyu.at.aup@nyu.edu](mailto:nyu.at.aup@nyu.edu), respectively, for additional information.

**A Note for Students Going to Berlin.** You will be billed the actual housing charge. Contact [nyu.in.berlin@nyu.edu](mailto:nyu.in.berlin@nyu.edu) with questions.

**For All Students:** Wherever you study, you will see an item called "Global Travel Assistance" on your bill. As we discuss in our pre-departure materials, NYU has a contract with a company called International SOS (ISOS). ISOS provides 24-hour general travel and emergency services to our students abroad that work in tandem with the services provided by our on-site staff. We will send a mailing to your permanent address about the company and their services prior to your departure. While we recognize that some of you may have similar coverage through other providers, we do not allow students to waive ISOS coverage. One key aspect of having a single, universal policy through ISOS is that we can ensure a quick and consistent response to emergencies. Under a less centralized system, we would have to call different companies and work with different policies and protocols—an undesirable situation in a crisis. Please note that ISOS coverage is **not** international health insurance.

**If you have decided to cancel your semester abroad:** Please advise the Office of Global Programs immediately at (212) 998-4433 or [abroad.admissions@nyu.edu](mailto:abroad.admissions@nyu.edu). The charges will then disappear from your bill within a few weeks.

If you have questions, please do not hesitate to contact us. Have a great semester abroad!