



HOW-TO GUIDE

Student Financial Services

Phone	863.667.5018
Phone appts:	calendly.com/seusfs
Email	sfs@seu.edu
Address	Student Financial Services 1000 Longfellow Blvd (Addison) Lakeland, FL 33801

A complete guide to understanding the financial aid process and on how to navigate the internet portals.

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Checking NetPartner

- Go to seu.edu
 - Go to “View Your Award on the Bottom of the page under the financial tab
 - Click “Check Your Status”
 - Login to NetPartner:
 - If you forgot your pin, click forgot password and follow the directed steps
 - If you are a first time user, select “First Time User”
 - Click on the Menu tab in the top left hand corner
 - Select “My Financial Aid” from the drop down to view your awards
 - Select “My Documents” to view your missing documents
 - If there are any documents marked as not received please take the time to fill these out
 - (i.e. Master Promissory Note and eEntrance Loan Counseling)
 - Select “Florida EASE Grant Application” to complete this from
- MISSING DOCUMENTS MUST BE COMPLETED FOR AID TO APPLY TO YOUR ACCOUNT.**

You are currently logged in as: **Grace Baldwin**

Current Award Year: 2020/2021 [My Account](#) [Log Out](#) [Help](#)

- HOME
- MY FINANCIAL AID
- MY DOCUMENTS
- FORMS (extra)
- RESOURCES
- LOAN HISTORY
- Florida EASE Grant Application

Check your award data

Review missing documents

Apply for the EASE

Welcome Grace

Welcome to Net Partner, your financial aid portal with Southeastern University!
Net Partner is used for reviewing financial aid documentation necessary for aid, financial aid award amounts, semester aid totals, it does not provide your account charges. Account charges are found on [JICS Student Information \(JICS.seu.edu\)](#)

SOUTHEASTERN UNIVERSITY // FINANCIAL CLEARANCE
Financial clearance is a requirement for all SEU students whether they attend the main campus or partner site (Regional Campus/Extension site).

Traditional Campus Student: Financial Clearance Process
All students are required to obtain financial clearance before they can be guaranteed their class registration and housing for the upcoming semester. Click [here](#) for more information.

2020/2021

We are here to serve you!

Student Financial Services
Traditional Students/Online Students
Addison Building, 2nd Floor
Hours: M-F 8:30-4:00
SFS@seu.edu
863.667.5018

Student Financial Services
Partner Sites

<http://wwwfaids.seu.edu/NetPartnerStudent/DelHome.aspx> PowerFAIDS® Net Partner Version 25.3.0.129

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REMINDER: Setting up Parent Portal

For students to share student information with parents, guardians, or third parties, have them log into JICS, click on the tab at the top labeled “Parent Access” then click on the “Define New Permissions” at the bottom of the page.

- https://jics.seu.edu/ICS/Parent_Access/
- Options to give access for:
 - Academic records
 - Financial Aid Awards
 - Class Schedule
 - Resident Information
 - Student Account Information

*****Parent Portal permissions are available only at the discretion of the Student. The student, not campus personnel, is the only person able to grant permission to view any portion of the student's data.***

The screenshot shows the SEU Parent Access portal. At the top is a red navigation bar with the SEU logo and menu items: Home, Welcome, Fire Ready, Student, Student Finances, Emergency Preparedness, Graduation, Parent Access, Housing, Campus Card, COVID-19 Screening, and My Pages. Below the navigation bar is a breadcrumb trail: "You are here: Parent Access > Home". On the left side, there is a sidebar with "Parent Access" and "Home" dropdown menus, and "Quick Links" and "My Pages" sections. The main content area is titled "Parent Access" and contains an "Instructions" section. The instructions explain that the Parent Portal gives parents online visibility into student information and allows students to control and share information with parents. It lists several uses for the portal, such as sharing approved information, tracking student information, and managing permissions. A red warning box states: "Parent Portal permissions are available only at the discretion of the student. The student, not campus personnel, is the only person able to grant permission to view any portion of the student's data." Below the instructions is a "Create Parent Account" section with a question mark icon. It shows a list of people who can currently access the student's information, with "Baldwin, Angela Marie" listed. At the bottom of the page is a button labeled "Define New Permissions".

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Checking Balance

- Go to seu.edu
- Click “Login” at the top right corner of the page
- Login:
 - Username example for student Jane Mary Smith (jmsmith)
 - Password is your SEU 20 character password
- Select the “JICS” app icon and login
- Select the “Student Finances” tab
- Scroll down to “My Account Info”, select “Nelnet Student Financial Information”
- Parallel to the “Accounts Receivable line will be your balance.”
 - If this is a negative balance this means you have overpaid and will be receiving a refund from our office
 - If you select the underlined amount this will pull up an account breakdown

set up a payment plan.

- You can also give your parent or guardian access to your account information from within the Nelnet application.

[My Account Info](#)

My Account Info

Clicking the link below will allow you to **Check Your Balance**, Make a Payment, or **Enroll in a Payment Plan**.

[Nelnet Student Financial Information](#)

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Making Direct Payments via JICS

- Log into JICS
- Select the “Student Finances” tab
- Scroll down and select “Nelnet Student Financial Information”
- Select “Make a Payment”

*** Credit Card Transactions will charge a 2.9% convenience fee, but you can bypass this by having the funds drawn directly out of your banking account through electronic check.*

Making Payments via a Payment Plan

Southeastern offers 3, 4 & 5 month payment plans each semester.

Semester enrollment fee \$50

Website: <https://mycollegepaymentplan.com/southeastern/> or through JICS portal

Fall 2023

Payment plan available on June 1, 2023.

Dates to enroll online	Required down payment	Number of payments	Months of payments	Payment dates
June 1-June 29	none	5	July-Nov	1st
June 30-July 28	none	4	Aug-Nov	1st
July 29-Aug 30	none	3	Sept-Nov	1st

Spring 2024

Payment plan available on November 7, 2023.

Dates to enroll online	Required down payment	Number of payments	Months of payments	Payment dates
Nov 7-Nov 29	none	5	Dec-April	1st
Nov 30-Dec 28	none	4	Jan-April	1st
Dec 29-Jan 30	none	3	Feb-April	1st

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Setting Up Direct Deposit

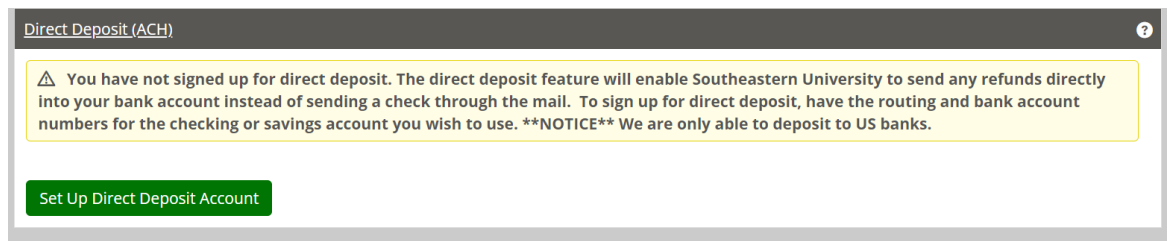
We have an online direct deposit (ACH) enrollment process for SEU students! You can now set up your direct deposit information with SEU directly from your JICS student account. If or when any money is due to be refunded to you, you'll want to be sure you are set up with direct deposit. This is the most efficient way to receive your funds.

What are some of the benefits of setting up direct deposit?

- Easy, secure & expedited access to your funds if/when money is due back to you.
- No paper checks (which are more easily lost and take longer to access and clear your bank)
- Proactively setting up your direct deposit now helps prevent delays in receiving your funds

What's next?

- Log into your JICS student account
- Go to the "Student Finances" tab
- Scroll to the bottom and click the green box that says "Set Up Direct Deposit"
- Students must have a U.S. bank to establish direct deposit



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Student Loans

Loan Type	Description	How do I accept?
Federal Direct Subsidized Loan	<p>Student is responsible for repayment. Does not begin accruing interest until 6 months after student graduates/enrolled in less than six hours.</p> <p>Beginning July 1st, 2023: Interest rate: 5.50% Loan Fee: 1.057%</p>	<p>Go to studentaid.gov and log in. Complete Direct Loan Entrance Counseling and Direct Master Promissory Note, which authorizes both the Subsidized and Unsubsidized loans (based on eligibility) to be applied to your student account.</p>
Federal Direct Unsubsidized Loan	<p>Student is responsible for repayment. Begins accruing interest immediately after disbursement while student is attending until it is paid in full.</p> <p>Beginning July 1st, 2023: Interest rate: 5.50% Loan Fee: 1.057%</p>	
Federal Direct Parent PLUS Loan	<p>Parent is responsible for repayment. Approval based on parent's credit score. Begins accruing interest after disbursement while student is attending school and until it's paid in full. Repay 60 days after full loan has disbursed or option to defer payments available.</p> <p>Beginning July 1st, 2023: Interest rate: 8.05% Origination Fee: 4.228%</p>	<p>Go to www.studentaid.gov and parents must log in with their FSA ID. Go to the Parent Borrowers tab and complete "Apply for PLUS Loan" and "Complete Promissory Note for PLUS Loan". <i>*If credit is denied, a student may be eligible to receive an additional \$4,000 in unsubsidized loans in student's name.</i></p>

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[What to Look For-PLUS Loan](#)

<p>Direct PLUS Loan Application for Parents William D. Ford Federal Direct Loan Program Federal Direct PLUS Loan Request for Supplemental Information</p> <p>Parents must be logged in using their own FSA ID.</p> <p>Learn More</p> <p>Preview a read-only version of the Parent Direct PLUS Loan Application</p> <p>Some schools may have a different process for obtaining the additional information needed to process your Direct PLUS Loan application. You may verify that your school participates in this process after you select a borrower type below or by contacting the school's financial aid office.</p> <p>Your school will tell you what loans, if any, you are eligible to receive. If you have questions regarding your loan eligibility, the next steps in the processing of your loan, when the loan will be disbursed (paid out), or no longer wish to receive the loan, contact your school's financial aid office.</p>	<p>START</p> <p>OMB No. 1845-0103 Form Approved Exp. Date 09/30/2020</p>
<p>PLUS MPN for Parents</p> <p>Use this MPN for Direct PLUS Loans available to eligible parents of eligible dependent undergraduate students. Parents must be logged in with their own FSA ID.</p> <p>Learn More</p> <p>Preview a read-only version of the PLUS MPN for Parents</p>	<p>START</p> <p>OMB No. 1845-0068 • Form Approved</p>

[How Do I Decline Loans?](#)

Once the loan documents (Entrance Counseling and Master Promissory) are completed these loans will be considered accepted. If you wish to decline the loans please email student financial services (sfs@seu.edu) to confirm you will be declining the loans.

[When Do I Complete these Documents?](#)

As soon as possible. Loans will not originate and disburse until the SFS Office has received the required documents from you. Once we receive documents and the loan originates, the funds will be applied to your Southeastern Student Account. Loans can only be originated during the current semester. Contact your loan servicer for questions regarding repayment options.

[Finding Your Loan Balances and Repayment Options](#)

Go to studentaid.gov to find your loan service provider. Here you can login, renew documents, find repayment options, and check interest accrualment.