Dear Students and Families,

We hope you are enjoying your summer, and look forward to seeing you in the fall! As we prepare to welcome you back to campus, we wanted to provide some helpful information about a recent change to how electronic bills for tuition and fees are issued.

Princeton University’s Student Accounts Office will be moving to a new tuition billing service provider beginning with the 2017-2018 fall term bill. This change will affect all students and families that currently access TigerPay to view the tuition bill and/or make electronic payments.

To ensure continuity and timeliness of receiving and paying your bill, there are a few changes of note.

**Access for Students**
No action is required for students to continue to receive a billing notification. When a bill is ready for viewing, an email message will automatically be sent to the student’s Princeton University email address. This new billing system will utilize your student’s Princeton NetID and password to log in.

**Authorization for Parents and Guardians**
Access for parents and guardians to the new TigerPay system does not carry over from the previous system. Your student will need to authorize your access to the new system.

Students will receive an instructional email from our office detailing how to authorize access. They will need to provide a valid email address for each authorized user, assign a login name, and set permissions. An email with login instructions will then be sent to all authorized users. We strongly recommend they complete this prior to the August 31st term bill due date.

Once access is granted, authorized users can
- set their preferences including the receipt of text message alerts when bills are issued;
- view up to three years of billing history;
- view activity on the student’s account as charges are applied; and
- view and pay the student bill.

**E-Payment**
E-payment remains an option and can continue to be scheduled. However, for security reasons we have removed all banking information stored by the previous service provider. All users are required to re-enter their banking information one time, and it will then be stored for future payments.

More information about Student Accounts, TigerPay, and how to view and pay student bills is available online on the Student Accounts website, [http://www.princeton.edu/studentaccounts](http://www.princeton.edu/studentaccounts). The Student Accounts staff is also available to answer any questions that you or your student may have now, or throughout the year, and can be reached by emailing studacct@princeton.edu, or calling (609) 258-6378.

Sincerely,

Maria L. Bizzarri
University Bursar