**Welcome!**

Below, you will find key points to help you get started. It is very important to know how to log on to your Banner Self-Service account. Here’s how:

- Go to rowan.edu/selfservice.
- Select “Access Banner Services.”
- Log in using your Banner ID number and PIN.
- Take a moment to review the available links and options on the main menu.

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### View and Pay Your Bill

Once you are logged on to Banner Student Self-Service, select the “Bursar” tab on the main menu.

**To view your bill:**
- Select “Official Billing and Account Statement.” This will provide you with a real-time summary of your semester bill.

**To pay your bill or enroll in a deferred payment plan:**
- Select “ePay Center.”
- Select “View Bill and Make Payment.”

**NOTE:** You will be directed to the secure payment site. First-time users will be prompted to give consent to receive the 1098-T tax form electronically.
- To pay your full term balance, select “Make a Payment” or to enroll in a deferred payment plan, select “Payment Plans” from the top of the page.

For more information on payment plans, please visit the following web page: rowan.edu/bursar/payment

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### Waive Student Health Insurance

Full-time matriculated students are automatically charged for health insurance coverage for the academic year. If you are individually-covered and wish to waive this policy and its cost, follow the instructions below:

- Log on to Banner Student Self-Service.
- Select “Student Health Insurance Waiver” from the main menu.
- Enter your insurance company name and policy/group number and select “I Agree.”

**NOTE:** You will be directed to a confirmation page after completing the waiver. The Student Health Insurance fee will be removed from your bill overnight.

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### Stay in the Know

Authorizing users enables students to grant access to parents/guardians to view and pay the tuition bill on the student’s behalf. To set up an authorized user, log on to Banner Student Self-Service and follow the steps below:

- Select “Bursar” tab.
- Select “ePay Center.”
- Select “View Bill and Make Payment.”
- Select “Authorized Users” from the menu to the right and follow the steps.

**NOTE:** This does not replace the FERPA waiver administered by the Office of the Registrar.

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### Helpful Hints and Tips

- Be sure to check your Rowan e-mail account frequently, as this is the main source of communication between you and the University.
- To review your Financial Aid Award Package, log on to Banner Student Self-Service and select the “Financial Aid” tab.
- If you do not know your Banner ID and/or PIN, go to rowan.edu/mybanner.
- To access your Rowan username and password, go to rowan.edu/password.