



New payment options! NBS Tuition Management



TO PAY ONLINE...

If you have already registered for classes, select the e-Cashier icon at the right to be redirected to the "Online Payment" site. If you need to register for classes, log on to [WebAdvisor](#), select "WebAdvisor for Students", register for classes and then select the "Online Payment" option after confirming your schedule and tuition balance.



TO CHECK YOUR ACCOUNT...

Log on to your [MyFACTS Account](#), using your NBS user ID and password. If you have forgotten or misplaced yours, contact NBS at 800-609-8056 or account@factsmgt.com.



Introduction to NBS

To help you meet your educational expenses, Southwest Texas Junior College is pleased to offer NBS as a convenient online payment option. Students who choose to use NBS may select installment plans that are spread over several months, depending on the length of the semester. They may choose to make payments from their checking or savings account or by Visa, Mastercard, American Express or Discover credit cards. In addition to the variety of choices available, the student also has the convenience of paying online as soon as he or she has registered.

[NBS Advantages](#)

[NBS FAQs](#)

The only cost to budget monthly payments through NBS is a **\$25.00 per semester** nonrefundable NBS **Enrollment Fee**.

If you wish to **pay in full** instead of creating a monthly payment plan, **there is a credit card fee of \$2.00**

How NBS Works



After completing registration and confirming your schedule and balance due, you will click on one of the eCashier links and will be taken to the NBS eCashier payment login screen.

Please have the following information available:

1. The 7-digit Student ID number assigned by Southwest Texas Junior College (your Colleague ID number).
2. The name, address, and e-mail address of the person responsible for making the payments.
3. If paying by automatic bank payments, you will need the bank name, telephone number, account number, and the bank routing number - most of this information is located on your check.
4. If paying by credit card, you will need the credit card number and expiration date.

To protect your privacy, you will be asked to create a unique NBS Access Code during your enrollment process - be sure it is something you can easily remember!

You may budget your tuition and fees one of two ways:

1. **Automatic Bank Payment (ACH)**—ACH payments are those payments you have authorized NBS to process directly with your financial institution. It is simply a bank-to-bank transfer of funds that you have preapproved for your expenses at Southwest Texas Junior College. Payments may be made from either your checking or savings account. Payments are processed on the 5th of each month and will continue until the balance is paid in full.
2. **Credit Card Option**—Paying with your credit card gives you the option of taking advantage of any bonus programs that may be offered by your credit card company. Your monthly payment will be automatically charged to the credit card you designate. Payments will be charged on the 5th of each month until the balance is paid in full.

Program Enrollment Dates

Fall 2014

Last Day to Submit Online	Required Down Payment	Number of Payments	Months of Payment
August 15	25%	3	Sept. – Nov.
August 24	50%	2	Oct. & Nov.

Spring 2015

Last Day to Submit Online	Required Down Payment	Number of Payments	Months of Payment
December 9	25%	3	Jan. – March
January 18	50%	2	Feb. & March

Summer I 2015

Last Day to	Required	Number of	Months of
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Submit Online	Down Payment	Payments	Payment
April 20	25%	3	May – July
May 18	50%	2	June & July
May 31	50%	1	July Only

Summer II 2015

Last Day to Submit Online	Required Down Payment	Number of Payments	Months of Payment
April 20	10%	4	May – Aug
May 18	25%	3	June – Aug
June 15	50%	2	July & Aug
July 12	50%	1	Aug. only

NBS Advantages

Using NBS to budget your tuition has the following advantages:

1. You can use a Visa, MasterCard, American Express or Discover card to pay tuition through NBS.
2. Payments can be spread over a longer time period.
3. You no longer have to come to the SWTJC campus to pay for your classes!

NBS Tuition Management Brochure

The NBS Tuition Management Plan brochure can be picked up at all SWTJC campuses.

NBS FAQs

When and what time will the funds be withdrawn from my bank account?

NBS specifies the date each payment will occur, but it is your financial institution that determines the time of day the payment is debited. NBS recommends you check with your financial institution to determine how far in advance funds should be deposited into your account to ensure the automatic payment clears. If a payment date falls on a weekend or banking holiday, the payment will be attempted the following business day.

How will I be notified of my payment information?

Once your agreement is posted to the NBS system, you will receive a confirmation notification of your payment amount by e-mail or letter. Payments will be processed until the total balance is paid in full. The notification has important information you must have to log on to your [My FACTS Account](#). The notification also serves as a reminder that a \$25 (1–6 payments) nonrefundable enrollment fee will be processed from the account indicated on the agreement.

Can I pay by phone with NBS?

NBS does not accept payments by phone. In accordance with the Terms & Conditions of your NBS

agreement, all payments are processed electronically.

What is the NBS Access Code?

To help protect your privacy, NBS asks the person responsible for the payments to create an access code. If you should call into NBS inquiring about your NBS agreement or inquire online through [My FACTS Account](#), you will be required to verify your NBS Access Code. If you do not create an access code on your NBS agreement, one will be randomly assigned to you. Your NBS Access Code will be identified on your NBS Confirmation Notification. Please remember to keep a copy of your confirmation notification.

CONTACTS

- Call the following numbers if you have questions regarding your financial aid award **(830) 591-7343** or your tuition balance **(830)591-7365**.
- To change to your current address, phone, or banking information once you establish a NBS account, please call NBS at **800-609-8056**.