

# Student Financial Services 2022-2023 Mid-Year Information and Reminders

December 9, 2022

Dear Students,

As we approach the end of the calendar year, the Student Financial Services (SFS) has some timely updates for you. Whether you are winding down the fall semester or taking some time off, some of these updates may have tax implications for you or your family; so, be sure to share this message with anyone who helps you [manage your EphPay account](#).

**Spring term bills were issued this week and payments are due January 13, 2023.** This bill also includes any balance from a prior period, and all activity since your last bill was issued. In addition to payment by check or money order, you may pay online in [EphPay](#) via ACH (no fee), credit card (2.75% convenience fee), or wire transfer (fees vary).

**Payment plan enrollment is open.** Please note that even if you were enrolled in the fall installment plan, you will need to re-enroll for the spring plan. A five-month option is available, with the first payment due on December 25th and the final payment on April 25th. The enrollment fee for this service is \$40. Log in to [EphPay](#) to enroll in the spring plan.

**Check payments received after December 16th will be applied to your EphPay account in 2023.** If it is critical for tax or other purposes that your payment for Spring 2023 is posted by December 31st, the check must be received in our office by Friday, December 16th, before 10:00 AM. A payment made online through EphPay will be applied to your account in real-time on the date it is made. Alternatively, to *guarantee* that your payment is NOT credited to your account in calendar year 2022, make your payment after January 1, 2023.

**Refund requests and study away advances and budget proposals received after December 12th will be processed in 2023.** Available refunds can be requested through Williams Student Records > Stu Financial Services Forms > Request Student Refund. Study away advances are requested [here](#) and budget proposals completed [here](#). We strongly encourage you to take advantage of the [direct deposit](#) option which is available online through your Williams Student Records account.

**Requests for Financial Aid Review/Appeal.** If your financial circumstances have changed recently and you believe you would benefit from a second review of your application with additional context, please reach out to your SFS advisor. We meet weekly to discuss appeals and will get back to you within approximately 10 business days with an answer.

**If you are a financial aid recipient:** Check your [task list](#) for outstanding 23-24 application materials and instructions on how to submit them to our office.

**Form 1098-T will be mailed by January 31st.** Form 1098-T will be issued to eligible students and mailed to their home address. While we can address questions regarding the preparation of this form, Williams is unable to provide you with tax advice. If you have tax filing or planning questions, please seek the counsel of an informed tax preparer or advisor.

**SFS will be closed during Winter Break.** The College will be closed for winter break from Friday, December 23, 2022, through Monday, January 2, 2023. During this time, staff will not be receiving phone calls or responding to voice or email messages. If an urgent matter arises, please send a message to [sfs@williams.edu](mailto:sfs@williams.edu). SFS will reopen at 8:30am on Tuesday, January 3, 2023.

Please let us know if you have any questions regarding these updates or your EphPay account.

On behalf of all of us in Weston Hall, I wish you all the best as you head into the New Year!