

The American College of Greece



INSTRUCTIONS FOR EARLY REGISTRATION ADVANCE DEPOSIT AND TUITION AND FEES PAYMENTS FALL SEMESTER 2010

Students who wish to register early for Fall Semester 2010 should be aware of the following:

PREVIOUS OBLIGATIONS: Outstanding account balances from previous semesters should be fully settled 5 working days before applying for early registration. In addition, all library obligations (overdue books, etc.) should be cleared. Students with outstanding obligations will not be allowed to register.

PAYMENT OF DEPOSIT FOR EARLY REGISTRATION: Each student is required to make an advance deposit according to the number of credits that he/she is intending to register for, 5 working days before registration:

Number of Credits	Deposit payment
1 to 4 credits	300,00 Euro
5 to 8 credits	600,00 Euro
9 to 10 credits	750,00 Euro
11 credits and above	900,00 Euro

PAYMENT OF TUITION AND FEES BALANCE: The remaining balance of each student's account should be paid by October 22, 2010.

INSTRUCTIONS FOR PAYMENT OF DEPOSIT AND TUITION AND FEES

Payment of tuition and fees can be made by using one of the following options:

- By deposit paid directly to account number **87424511** through any branch of the EMPORIKI BANK or to account number **180/48007704** through any branch of the NATIONAL BANK of GREECE. Each student must make sure that his/her **BANKING ID NUMBER*** and **FULL NAME** are given to the bank teller. The deposit slip must be kept for the student's records but does not need to be presented to the College Cashier. The updating of the student's account will be done electronically within 5 working days.
- By bank check presented at the Student Success Center or at the Downtown cashier.
- By personal check presented at the Student Success Centre or at the Downtown cashier
- By credit cards (Visa, Master Card, Amex, Diners) presented at the Student Success Centre or at the Downtown cashier
- New automatic payment methods
National Bank of Greece account owners may use Automatic Teller Machines (ATMs) or the e-Banking system of the National Bank of Greece (NBG) to pay their tuition. Students are required to use their **BANKING ID NUMBER** to complete the transaction. The updating of the student account will be done electronically within 5 working days. The payment of ACG tuition is a new feature of the NBG ATMs and e-Banking through the menu available on these systems "Payments-Companies & organizations-other companies-American College of Greece".

* The **BANKING ID NUMBER** was provided to all students by mail. Students who need a copy can obtain one from the Student Success Center at the Aghia Paraskevi Campus or the Registrars Office at the Downtown Campus.

Any student who wishes to deviate from the above procedure must receive prior approval from the Business Office at least one week before the first day of registration.

If you have any questions or need assistance, please contact the Cashier's Office, at the Student Success Centre, tel. 6009800-9, ext. 1404,1114 or at the Downtown Campus, tel.7486580-5, ext. 2407.

ΑΜΕΡΙΚΑΝΙΚΟ ΚΟΛΛΕΓΙΟ ΕΛΛΑΔΟΣ