



CHECK THE BOXES

To-Do List Students can find a checklist for all things Buckeye business online at buckeyelink.osu.edu. When an action is required, like submitting vaccination records or submitting financial aid verification, it will appear in a box on the right side of a student's My Buckeye Link page. Students should log in often to view their to-dos and complete the items on their list.

Holds Some To-Do list items can cause a hold to be placed on a student's account until that item is completed. When a hold is placed on a student's account, certain services, like registering for classes or viewing grades, are inaccessible. Holds are listed on a student's My Buckeye Link page and can be lifted by completing the required action.

KNOW THE POLICY

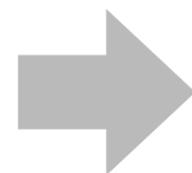
Sharing information In compliance with the Family Education Rights and Privacy Act (FERPA), Ohio State cannot release certain financial or academic information without the student's consent. To authorize third parties, including parents, to discuss billing, financial aid, enrollment or other student record information, a student must grant permission by filling out the Student Information Release form online at buckeyelink.osu.edu.

Health insurance Ohio State requires students enrolled at least half time to have health insurance and automatically assesses a fee each year for the Student Health Insurance Benefits Plan. Most students can waive participation online at buckeyelink.osu.edu and have the fee removed by providing proof of adequate coverage by the fee-payment deadline.

More: shi.osu.edu



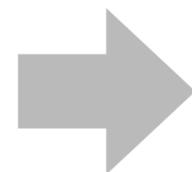
Use this planner to stay on top of what is required and when, and then go to buckeyelink.osu.edu and click or search to complete the tasks.



ONE TIME

1

- Sign up for **Buckeye Pass**
- Set up your **BuckeyeMail**
- Complete **Student Information Release**
- Set up **Direct Deposit** online for refunds
- Grant federal **Title IV Permissions** for financial aid to be applied to all charges
- Sign up for **Guardian ePayment**
- Complete **vaccination requirements**
- Complete **U Got This!** training
- Complete **campus safety** training



EVERY YEAR

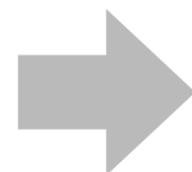
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- File the **FAFSA** by the February 1 priority date
- Submit the **Special Scholarships Application** by the February 1 due date
- Accept or decline **financial aid**
- Apply for private and/or **PLUS Loans** (optional, allow 4–5 weeks)
- Sign university **housing/dining contract** (if applicable)
- Waive **Student Health Insurance fee** (if student has alternative coverage)
- Waive **Student Legal Services fee** (optional, Columbus campus only)



EVERY SEMESTER

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- Accept **Financial Responsibility Statement** before registering for classes
- Complete **To-Do List** items and resolve **Holds**
- Register** for classes
- Initiate **529 Plan** payments* through your College Savings account administrator (allow at least 4 weeks)
- Sign up for **Tuition Option Payment Plan* (TOPP)**
- Pay tuition and fees by due dates listed on the **Statement of Account**
- Update your **contact information**
- Review **dates and deadlines**

* Optional
Note: The above tasks may also apply for students enrolled in summer term.

Doing business with Buckeye Link

FOCUS ON FINANCES

Financial aid Students view, accept and manage financial aid online. Whether viewing an award summary and granting permission for federal financial aid or applying for aid and uploading documents, buckeyelink.osu.edu is where to start.

Statement of Account Students can view their statements of account online at buckeyelink.osu.edu. Most charges, including tuition and fees, are posted about four to six weeks before the payment due date each term, but some charges, such as dining and housing fees, might not appear until closer to the beginning of the term.

Any accepted financial aid will appear as “pending” until about 10 days before the start of the term, at which time it will be applied to the total charges and appear as an itemized payment on the student’s Statement of Account. If things don’t add up as expected, students should check their To-Do list or contact Buckeye Link before the payment due date, which for most students is one week before the start of the term.

Faster refunds After all applicable charges are paid to the university, students with remaining financial aid receive refunds. Students are encouraged to sign up for direct deposit for faster refunds through buckeyelink.osu.edu.

Payment options The preferred, and easiest, method for paying tuition and fees is online. Students and their parents or guardians can pay using a personal checking or savings account or credit card. Go to buckeyelink.osu.edu and click Payments and Refunds to select from the available payment options, including the **Tuition Option Payment Plan (TOPP)**. For a fee, TOPP divides the cost of tuition, housing and fees into monthly payments over the course of the term.

PAY ATTENTION TO DATES

From fee payment and filling out the FAFSA to adding courses and changing meal plans, meeting deadlines is a MUST for success at Ohio State. Stay on top of **dates and deadlines** at buckeyelink.osu.edu.



HELPFUL “HOW-TO” VIDEOS

Video tutorials Check out the following at buckeyelink.osu.edu:

- My Buckeye Link overview
- Managing dates and deadlines
- Understanding holds and To-Do List items
- Using Schedule Planner
- Adding a class in My Buckeye Link
- Viewing and Accepting Financial Aid
- Viewing the Statement of Account
- Waiving Student Health Insurance and Student Legal Services
- Setting up Guardian ePayment
- Signing up for direct deposit
- Completing the Student Information Release
- Making a payment
- Enrolling in TOPP
- Managing your BuckID account

WE’RE HERE TO HELP

Buckeye Link
Student Academic Services Bldg.
281 W. Lane Ave.
Columbus, OH 43210
614-292-0300
buckeyelink@osu.edu
buckeyelink.osu.edu

Ohio State Lima
Student Services Center
4240 Campus Drive
Lima, OH 45804
419-995-8147
lima.osu.edu

Ohio State Mansfield
Riedl Hall
1760 University Drive
Mansfield, OH 44906
419-755-4317
mansfield.osu.edu

Ohio State Marion
Maynard Hall
1465 Mount Vernon Ave.
Marion, OH 43302
740-725-6242
osumarion.osu.edu

Ohio State Newark
Hopewell Hall
1179 University Drive
Newark, OH 43055
740-366-9232 | 800-963-9275
newark.osu.edu

Agricultural Technical Institute (ATI)
Halterman Hall
1328 Dover Road
Wooster, OH 44691
330-287-1330 | 800-647-8283
ati.osu.edu

buckeyelink.osu.edu makes it easy to do business Buckeye style.

STAY CONNECTED

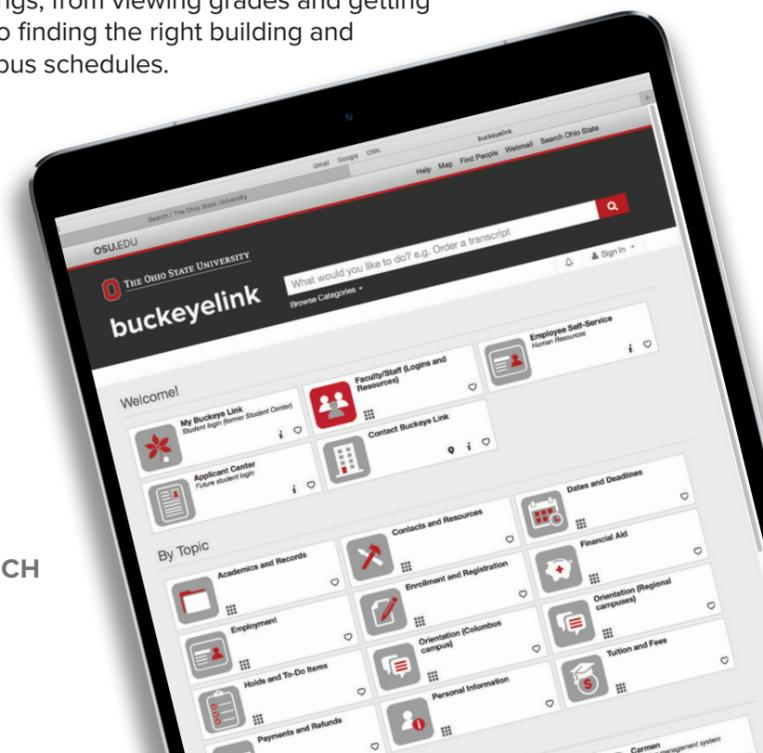
buckeyelink.osu.edu The go-to site to take care of the business of being a Buckeye! Click to pay tuition and fees, run a transfer credit report, update personal information, stay on top of dates and deadlines, and find tons of great resources. By logging in to their personal and secure **My Buckeye Link** page, students can also register for classes, check to-do lists, view their Statement of Account, manage financial aid, update personal information and releases, and much more.

Buckeye Link Can’t find what you need online? Stop in, call or email Buckeye Link in the Student Academic Services Building on Lane Avenue for help with financial aid, tuition payment options, registration challenges and more.

More: contactbuckeyelink.osu.edu

name.#@osu.edu Email is the official form of communication at Ohio State. Students should expect important updates and general reminders to be sent to their BuckeyeMail account.

go.osu.edu/osuapp The Ohio State mobile app provides easy access to lots of things, from viewing grades and getting alerts about holds to finding the right building and checking real-time bus schedules.



JUST GO ONLINE
AND TAP OR SEARCH



THE OHIO STATE UNIVERSITY