



**KENTUCKY STATE
UNIVERSITY**

OFFICE OF THE BURSAR

Bursar Office

Julian M. Carroll (Academic Services Building), Suite 343
Phone: 502-597-6278
Email: bursarmail@kysu.edu

Cashier Office

Julian M. Carroll (Academic Services Building), Suite 364
Phone: 502-597-6250
Email: bursarmail@kysu.edu

Fax: 502-597-5936

Bursar

The Office of the Bursar/Cashier serves as the primary unit for managing student financial account information. The office operates under two major principles—providing excellent customer service and maintaining fiscal responsibility to the University.

Mission

Our mission is to provide quality service to our students, parents, alumni and the University community in a professional and courteous manner, while maintaining the highest possible standards of accuracy in the administration of the finances for Kentucky State University.

Vision

We will be recognized as an organization that operates with professional integrity and provides prompt and accurate information and customer service, utilizing advanced technology.

SERVICES OFFERED

- Tuition and Fees – Assessment
 - Tuition and Fees – Due Date
 - Tuition and Fees – Payment Information
 - Payment Methods
 - Returned Payment Information and Policies
 - Late Fee Information
 - Authorize parents (or others) to receive tuition e-Bills and make e-Payments
 - Returned Checks
 - Tuition Remissions
 - Third Party Sponsor (Student Accounts)
 - Scholarships Received and Disbursement Information
 - Scholarships from an External Organization
 - Tax Benefits for Education – 1098T
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FORMS AND DOCUMENTS

- 2024-2025 Tuition and Fee (<https://www.kysu.edu/documents/bursar/Fee-Schedule-2024-25-v2.pdf>)
- 2023-2024 Tuition and Fees (<https://www.kysu.edu/documents/bursar/Fee-Schedule-2023-24-v2.pdf>)
- Financial Aid Withholding Authorization (<https://www.kysu.edu/documents/bursar/Financial-Aid-Withholding-Authorization.pdf>)
- Contract / Agreements (BMTX, Inc.) (<https://www.vibeaccount.com/swc/doc/landing/bn67jtg62eucx794oo7f/>)
- Virtual Books Opt-Out Form (<https://www.kysu.edu/documents/bursar/Virtual-Books-Opt-Out-Form.pdf>)
- KSU Statement of Student Financial Responsibility Form (<https://www.kysu.edu/finance-and-administration/bursar/student-financial-responsibility.php>)