

University of San Diego “Taking Care of Business”

One Stop Services (<http://www.sandiego.edu/onestop/>)

Provides in-person and individual assistance with admissions, student accounts, financial aid and student registration

Availability of One Stop Services

- Located – Hahn University Center, Room 126
- Regular office hours 9:00am – 5pm and until 6pm on Wednesday
- Also by appointment
- Email [**OneStop@sandiego.edu**](mailto:OneStop@sandiego.edu)

Supporting Offices

Telephone: **619 260.2700** (options listed below)
Monday through Friday, 9am – 5pm

- Option #2 Admissions** (<http://www.sandiego.edu/admissions/undergraduate/>)
New Students
Questions about Acceptance and Deposits
- Option #3 Student Accounts** (http://www.sandiego.edu/sfs/student_accounts/)
Billing and Payment of tuition, fees, room and meal plans
Payment Plans
Refund credit balances
1098T
- Option #4 Office of Financial Aid** (<http://www.sandiego.edu/financialaid/>)
Financial aid award - including loans, scholarships and grants
Determines eligibility for Financial Assistance
Makes adjustments to financial aid based on enrollment
- Option #5 Registrar’s Office** (<http://www.sandiego.edu/registrar/>)
Class enrollment – adding and dropping classes
Enrollment Verification
Transcripts
DARS – Degree Audit Registration System
FERPA – Federal Education Right to Privacy Act

If you have reviewed this list of options and still are not sure who to contact regarding your questions, please contact Student Accounts at 619.260.2700 (option #3).

We are happy to assist you!