Indiana State University

www.indstate.edu

FALL 2016 – PAYMENT DUE DATES

PAYMENT PROCEDURES

If you register for classes before July 21, 2016, an email notification will be sent to your ISU email address and to the email address provided by authorized users, if applicable. The email will alert you when a new bill is available for viewing in the ISU Student Account Suite at www.indstate.edu/payisu. If you register after July 22, you can access a current account summary through your MyISU Portal in the Student Self-Service badge.

The Sycamore Plan provides three payment plan options from which you may choose—the Single Payment Plan, the Monthly Payment Plan, or the Variable Payment Plan. **Should your bill not reach you, you will still be responsible for paying by the deadline dates associated with the plan of your choice.**

The Single Payment Plan requires full payment of academic and housing fees* by August 23, 2016. The Variable Payment Plan Fee will be assessed according to the schedule below if academic and mandatory fees* remain unpaid as of this date.

The Monthly Payment Plan requires enrollment in the Tuition Management Systems (TMS) Program which allows you to spread your fall 2016/spring 2017 fees* over equal monthly payments, with the final payment due April 1, 2017. A $65 non-refundable enrollment fee is required. Budget payments are made directly to the TMS payment processor. The Variable Payment Plan Fee will be assessed according to the schedule below if your TMS budget, plus other resources, do not cover your academic and mandatory fee* assessments.

The Variable Payment Plan allows you the flexibility of determining the amount and timing of your payments, requiring only that your account be paid in full no later than October 20, 2016. The Variable Payment Plan Fee will be assessed according to the schedule below.

*Includes distance delivery, and/or recreation center fees. Excludes Non-term based Independent Study, Study Abroad, or Non-credit, and normally excludes non-web registered outreach courses.

PAYMENT METHODS

For your convenience, payment may be made by Visa or MasterCard from 8:15 a.m. to 4:15 p.m., weekdays by calling 812-237-3511. Visa, MasterCard, or electronic check payments may also be made by going through the ISU Student Account Suite (www.indstate.edu/payisu) In addition, a payment drop box is located on the north side of Parsons Hall. Payment may also be made in person by visiting the Office of the Controller, Account Analyst Area, or by mail by sending checks made payable to Indiana State University to: Indiana State University, Office of the Controller, Account Analysts, Parsons Hall, room P100, 200 North 7th Street, Terre Haute, IN 47809. Should you choose to pay by mail or by utilizing the payment drop box, please write your student ID number on your check. For additional information call the Office of the Controller, 812-237-3535, or e-mail: PaymentPlan@indstate.edu

VARIABLE PAYMENT PLAN FEE SCHEDULE

Variable Payment Plan Fees for payments made after August 23, 2016.

Final payment received	Variable Payment Plan Fee
August 24 to September 19	$25 (minimum)
After September 19	$60 (maximum)

COLLECTIONS PROCESS

If you do not pay your account in full by October 20, 2016, you will be subject to the Collections Process, which may result in assignment to University Collections Specialists. The process includes, but is not limited to, the following:

- Your grades/records will be withheld;
- You will be prohibited from obtaining copies of your academic records (diplomas, transcripts, etc.);
- You will be prohibited from registering for future terms; and
- You will have a $55 late fee added to your account.