

# CREATIVE SOLUTIONS FOR FINANCING YOUR QUALITY EDUCATION



## The Sycamore Plan and How to Let Someone Else Pay Your Bill

Fall 2021 / Spring 2022



## HOW TO LET SOMEONE ELSE PAY YOUR BILL

### Student Access in the Student Account Suite

Your University login and password (the same information you use for the myISU Portal) will be your login credentials for the Student Account Suite.

The Student Account Suite provides you the ability to view or pay your bill, see account details, and view your payment history/account activity.

You can also add authorized users (mom, dad, grandma, etc.) to your account so they can make payments online and view your billing statement, your account activity, and your payment history.

### Authorized User Access (Different than Proxy Access and Passphrase)

Authorized User Access allows family members to view or pay your bill. If you wish to have an authorized user, you must set up access in the Student Account Suite for each authorized user by inputting their email and authorizing their access.

### To Get to the Student Account Suite

1. Go to [indstate.edu/payisu](https://indstate.edu/payisu) in Chrome, Firefox, or Edge browser.
2. Click on the button that says "Account Suite STUDENT LOGIN."

### Steps for Setting up an Authorized user

1. Log in to the Student Account Suite.
2. Click on "Authorized Users" under the "My Profile Setup" section.

3. Click on "Add Authorized User."
4. Enter the email address of the authorized user.
5. Select "Yes" or "No" radio buttons for the following questions: (Note: Regardless of how A or B below are answered, the authorized user will be able to pay on your account with credit card or electronic check.)
  - a. Would you like to allow this person to view your billing statement and account activity?
  - b. Would you like to allow this person to view your payment history and account activity?
6. Click Continue.
7. Check the "I Agree" box.
8. Click Continue.

### Information Authorized Users Will Need When Logging in to the Student Account Suite

1. Authorized users must check their email account for their temporary password.
2. To access the Student Account Suite, the authorized user must go to [indstate.edu/payisu](https://indstate.edu/payisu) and click on the button that says "Account Suite AUTHORIZED USER LOGIN."
3. Authorized users must log in to the Student Account Suite using the email address that was given access in the Student Account Suite and the temporary password emailed to them.

(The first time the authorized users log in to the account suite, they must enter their full name and change their password. If signed up for Proxy Access, it is recommended that their new password match the password used for Proxy Access to ensure continuity when accessing Indiana State student information.)

4. Authorized users must then click Save to be taken to the home screen of the Student Account Suite.

## Sample Monthly Payment Plan Budget

The worksheet below is for your use in determining your monthly payment. The numbers on the left are estimates based on fall 2020 /spring 2021 fees.\* The spaces on the right are for your use based on estimated amounts.

### A. Enter estimated fall 2021/spring 2022 expenses.

Tuition and fees	\$4,733.00	\$ _____
Room and board	+\$5,523.00	+\$ _____
Total expenses	=\$10,256.00	= _____

### B. Enter estimated fall 2021/spring 2022 deductions below. Use any financial aid estimates already known. Do not include federal or state work study awards as a deduction.

Financial Aid	\$4,550.00	\$ _____
Other scholarships	+\$ _____	+\$ _____
Personal Payments		
made or planned	+\$2,706.00	+\$ _____
Total deductions	=\$7,256.00	=\$ _____

### C. Subtract total deductions from total expenses and enter the result below as your fall 2021/spring 2022 budget amount.

Your budget amount = \$3,000 = \$ \_\_\_\_\_

### D. Divide the budget amount by five (or the number of monthly payments in your plan).

Your budget amount = \$600 = \$ \_\_\_\_\_

\*2021-2022 academic year fees to be determined by the University Board of Trustees



# THE SYCAMORE PLAN

Indiana State University is committed to providing you a quality education at an affordable price. The Sycamore Plan is not one solution - it's a comprehensive package of three creative financing solutions, offering a plan that is best for you and your family.

The Three Sycamore Plan payment options include:

- [The Single Payment Plan](#)
- [The Monthly Payment Plan](#)
- [The Variable Payment Plan](#)

This chart (right) provides general information about each of these payment plans. For specific details, call the offices listed on the chart or e-mail: ISU-Bursar@indstate.edu

The University Board of Trustees reserves the right to change fees at any time in the future. The right to correct errors is also reserved.



## Indiana State University • Fall 2021 / Spring 2022 Sycamore Plan Financial Options for Academic, Housing (Including Meal Plan), and Mandatory Fees\*

	Single Payment Plan	Monthly Payment Plan	Variable Payment Plan
Features	One payment per term.	Fall 2021 and spring 2022 academic, housing, and mandatory fees* may be spread over equal monthly payments, payable through Nelnet	Amount and timing of payments, up to the final due date, are determined by each individual student.
Amounts	Pay the full amount for academic, housing, and mandatory fees* by the deadline dates to avoid being assessed the Variable Payment Plan fee.	Any amount can be budgeted (see reverse side for example) to be paid in equal monthly payments. Budgets, plus other resources, must cover academic and mandatory fees* to avoid the Variable Payment Plan fee.	Academic, housing, and mandatory fee* payments can be made in varying amounts at whatever interval is convenient until the final due date.
Participation Fees	None	\$40 non-refundable per semester enrollment fee payable to Nelnet.	\$25 minimum/\$60 maximum per semester. A Variable Payment Plan fee is automatically assessed if academic and mandatory fees* remain unpaid as of designated due dates.** This fee does not apply to unpaid housing fees.
Deadline	Full payment must be received for fall 2021 in the Office of the Controller on or before August 17, 2021; spring 2022 fees are to be paid by January 11, 2022. (Visit indstate.edu/reslife for dates related to the \$150 initial housing payment).	Students must enroll for each semester payment plan separately.  Fall payments start July 1, 2021 for the full 5 payment option. Enrollment may occur until August 31, 2021 but past due payments must be paid at the time of enrollment. Amounts are due the first of each month with the final payment due November 1, 2021.  Spring payments start December 1, 2021 for the full 5 payment option. Enrollment may occur until January 1, 2022 but past due payments must be paid at the time of enrollment. Amounts are due the first of each month with the final payment due April 1, 2022.	All fall 2021 academic, housing, and mandatory fees* must be paid by October 14, 2021; Spring 2022 must be paid by March 17, 2022. (Visit indstate.edu/reslife for dates related to the \$150 initial housing payment.) The Variable Payment Plan fee will be assessed if: <ul style="list-style-type: none"> <li>• the appropriate payment has not been made under the Single Payment Plan, or</li> <li>• Monthly Payment Plan budgets plus other resources, such as financial aid, do not cover academic and mandatory fees.*</li> </ul>
Method of Payment	Cash, check, Visa, MasterCard, Discover. Payment by electronic check is also available via the Student Account Suite at indstate.edu/payisu.	Contact Nelnet for available budget payment methods; cash, check, Visa, MasterCard, and Discover are available for non-budgeted payments made to Indiana State University. Payment by electronic check is also available via the Student Account Suite at indstate.edu/payisu	Cash, check, Visa, MasterCard, Discover. Payment by electronic check is also available via the Student Account Suite at indstate.edu/payisu.
Have Questions or Need More Information?	Contact: <ul style="list-style-type: none"> <li>• Indiana State University Office of the Controller, 812- 237-3511, regarding academic fees.</li> <li>• Residential Life, 812-237-3993 or toll-free 888-824-3920, regarding housing fees.</li> </ul>	Contact: <ul style="list-style-type: none"> <li>• Nelnet toll-free, 800-722-4867 or indstate.afford.com.</li> <li>• Indiana State University Office of the Controller, 812-237-3544.</li> </ul>	Contact: <ul style="list-style-type: none"> <li>• Indiana State University Office of the Controller, 812-237-3511, regarding academic fees.</li> <li>• Residential Life, 812-237-3993 or toll-free 888-824- 3920, regarding housing fees.</li> </ul>

\*Includes distance education delivery, recreation center, health and wellness fee, etc. Excludes non-semester based independent study, study abroad, non-credit, and normally excludes non- Web registered outreach courses

\*\*Dates are published in “Payment Due Dates” under the billing and finances section for each respective semester found on the Sycamore Express website at indstate.edu/express.

Please note: All accounts carrying fall 2021 and/or prior outstanding charges, as of October 14, 2021, may be subject to the internal collections process. This could result in additional fees, blocked registrations, and encumbered records. The equivalent date for spring 2022 is March 17, 2022.