

## SPRING 2020 – PAYMENT DUE DATES

### PAYMENT PROCEDURES

If you register for classes before December 11, 2019, 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](http://www.indstate.edu/payisu). If you register after December 11, you can access a current account summary through your MyISU Portal under 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 January 14, 2020. The Variable Payment Plan Fee will be automatically 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 Nelnet/Tuition Management Systems (TMS) Program which allows you to spread your fall 2019/spring 2020 fees\* over equal monthly payments, with the final payment due April 1, 2020. If you are not currently enrolled, please contact TMS directly at 800-722-4867 for the spring only option. Budget payments are made directly to the TMS payment processor. The Variable Payment Plan Fee will be automatically 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 March 19, 2020. The Variable Payment Plan Fee will be automatically assessed according to the schedule below.

\*Includes distance delivery and/or recreation center fees, etc. Excludes course/program fees, 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](http://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 to: [PaymentPlan@indstate.edu](mailto:PaymentPlan@indstate.edu)

## **VARIABLE PAYMENT PLAN FEE SCHEDULE**

Variable Payment Plan Fees for payments made after January 14, 2020.

<b>Final payment received</b>	<b>Variable Payment Plan Fee</b>
January 15 to February 10	\$25 (minimum)
After February 10	\$60 (maximum)

## **COLLECTIONS PROCESS**

If you do not pay your account in full by March 19, 2020, you will be subject to the Collections Process, which may result in assignment to University Collections Specialists. If you are assigned to University Collections Specialists:

- 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.