

Payment Procedures

If you register for classes before April 29, 2020, an email notification will be sent to your ISU email address and to the email address provided by authorized users, if applicable, in the ISU Student Account Suite after initial billing is complete. The email will alert you when a new bill is available for viewing at www.indstate.edu/payisu.

Two payment plan options exist from which you may choose—the Single 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 mandatory fees* by the dates listed below or a \$30.00 Variable Payment Plan Fee will automatically be assessed.

If you initial register:	Variable Payment Plan Fee Assessed:
On or before May 18	May 18, 2020
Between May 19 – June 8	June 8, 2020
Between June 9 – July 7	July 7, 2020

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 July 7, 2020. A \$30.00 Variable Payment Plan Fee will automatically be assessed if academic and mandatory fees* remain unpaid as of the dates listed above.

If you register for classes after April 29, 2020, your MyISU Portal account will provide the amount you owe. **Bills may not be generated until after the Variable Payment Plan Fee has gone into effect.** You may choose from the two payment plan options described above.

*Includes distance delivery, and/or student recreation center fees. Excludes Non-term based Independent Study, Study Abroad, or Non-Credit, and University Apartment fees and normally excludes non-Web registered outreach courses.

PAYMENT METHODS

For your convenience, payment may be made by Visa, MasterCard, or Discover from 8:15 a.m. to 4:15 p.m., weekdays by calling 812-237-3511. Visa, MasterCard, Discover or electronic check payments may also be made by going through the ISU Payment 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, 812-237-3511, or e-mail: ISU-Bursar@indstate.edu

INTERNAL COLLECTIONS PROCESS

If you do not pay your fees in full in accordance with the “Payment Procedures” section, you will be subject to the Internal 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 \$55.00 late fee added to your account.