

College Payment Plan

An interest-free payment plan for all semester bills

Our College Payment Plan is designed to assist those students and their families who may find it difficult to pay the total semester bill by the due date, or who wish to make optimal use of credit card services as they cover college costs.

With an application fee of \$35 per semester, the Plan allows bills to be paid in the following ways:

- two equal installments throughout one semester;
- OR**
- one initial payment of one-half the amount due, with three smaller payments over the course of each semester.

You can pay by check, money order, Visa, Mastercard or Discover. You can also pay online by using Banner Web at plattsburgh.edu

Once you've enrolled in the Plan, our Student Accounts office will send you a periodic statement for the remaining payments.

All payments are due on the 20th of each month, even if you do not receive a bill.

Procedures for enrolling in the Plan

1. Determine your amount by deducting any financial aid (except Work Study and private scholarships) from your total charges.
2. Select a payment option and complete the option worksheet for the current semester.
3. Complete and return the application with your \$35 application fee, initial payment, and tuition bill to Student Accounts.

Determining your amount due

Total expenses
(tuition, all fees, room, board, Cardinal Cash)

-Total credits
(approved financial aid, not including Work Study and private scholarships)

= Amount Due

Plan Benefit

The Plan helps everyone, regardless of financial status. You can create the payment schedule that's best for your family AND, if you are getting loans, you may also be able to reduce the amount you need to borrow.

To enroll in the Plan, you will need to choose ONE of the options below.
NOTE: You must reapply each semester.

Option A

Two equal payments per semester: one half of the net amount by due date and the remaining half by October 20 or March 20

Fall semester

Application fee	\$35.00
Initial payment	_____
October payment	_____
Total	_____

Spring semester

Application fee	\$35.00
Initial payment	_____
March payment	_____
Total	_____

To enroll in Option A or B, wait for your bill.* Return your bill, this Payment Plan Application, and your initial half payment plus your \$35 application fee by the due date on your bill.

*Fall bills are mailed in July. Spring bills are mailed in November.

Option B

One half of the total amount by due date and the balance in three equal installments

Fall semester

Application fee	\$35.00
Initial payment	_____
September payment	_____
October payment	_____
November payment	_____
Total	_____

Spring semester

Application fee	\$35.00
Initial payment	_____
February payment	_____
March payment	_____
April payment	_____
Total	_____

Note: At least one half of the college bill must be paid before a student may begin classes. We allow only one Payment Plan per student per semester.

College Payment Plan Application

I wish to use the SUNY Plattsburgh College Payment Plan for the semester indicated below. By submitting this application, I am indicating that I have read the terms and conditions outlined in this brochure and that I understand and agree to abide by these terms and conditions.

Semester: _____

Student's Signature:

Student's Name:

Address:

City:

State _____ Zip Code _____

Student's Soc. Sec. #

_____/_____/_____

Home Phone # (____) _____

Preferred Email:

Application Fee: \$35.00

First Payment: _____

Total Amount Enclosed: _____

If you wish to pay by credit card...

MasterCard / Visa / Discover

Acct# _____

Expiration Date _____

Amount _____

Cardholder's Name (please print)

Signature

**Please make all checks payable to:
SUNY Plattsburgh.**

**Return this completed application
with your payment to...**

SUNY Plattsburgh
Student Accounts
101 Broad Street
Plattsburgh, NY 12901

For assistance...

Tel.: (800) 360-8365 or (518) 564-3120

FAX: (518) 564-3116

Web: plattsburgh.edu/studentaccounts

E-mail: student_accounts@plattsburgh.edu

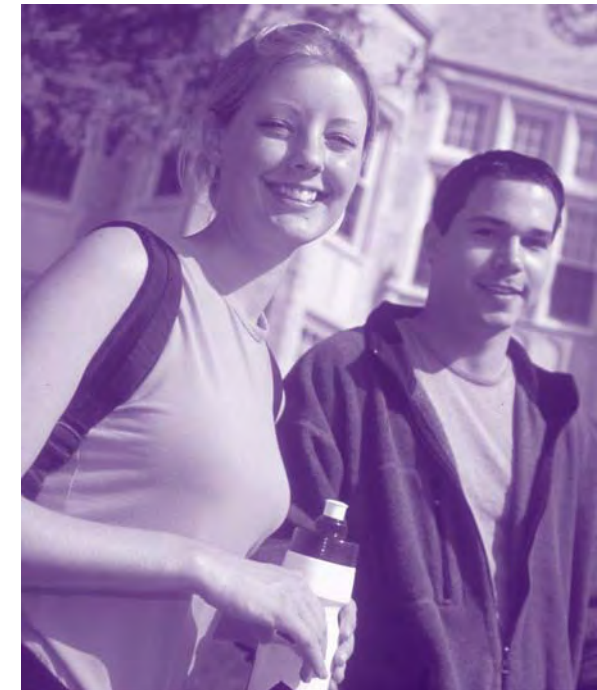
Pay online by using Banner Web at plattsburgh.edu

Terms and Conditions

- The application fee is non-refundable.
- Financial aid will be applied to any outstanding balance, including the Payment Plan, before refunds or credits are disbursed.
- All billed educational costs (tuition, fees, room, and board) and **Cardinal Cash*** are allowable budget costs on the plan.
- The plan may be cancelled at any time by notifying Student Accounts in writing and including payment in full.
- For students withdrawing from school, refunds of monies paid will be handled according to the College's refund policy.
- The College reserves the right to assess an administrative or late fee of up to \$50 each month on all payments received after the due date.
- The College reserves the right not to offer the Payment Plan in cases where applicants have not paid according to their payment schedule.
- You must reapply each semester.

***Cardinal Cash** is a debit account in which students may place money for the purpose of purchasing a wide variety of items sold on campus, including food, books, and College Store merchandise.

College Payment Plan



A flexible payment schedule
designed to help you manage
your college bill.

Example Copy

Please detach and mail with your payment