



DEPAUL UNIVERSITY

PAYMENT OPTIONS

2015-2016

EVERY STUDENT WHO ATTENDS DEPAUL UNIVERSITY

SHOULD PLAN FOR PAYMENT OF THEIR TUITION
AND OTHER EXPENSES INCURRED WHILE
ATTENDING THE UNIVERSITY.

Financial aid does not always cover the full cost of these expenses and some students choose not to use financial aid. DePaul has established various programs to assist in the planning process.

There are four payment plans available:

- 1.** DePaul In-Term Payment Plan
- 2.** DePaul Third Party Program
- 3.** DePaul Annual Payment Plan
- 4.** Employer Tuition Reimbursement Plan

1. DEPAUL IN-TERM PAYMENT PLAN

The DePaul In-Term Payment Plan allows the student to pay their term charges in three installments, net of any financial aid received. Additional term charges incurred after enrolling in the payment plan are added to the remaining installments. You may sign up in person with a Student Accounts counselor at DePaul Central or online by navigating to: Campus Connect > Student Center > Finances > Enroll In-Term Payment Plan.

Please note: College of Law students are allowed four installments per semester.

APPLICATION FEE

A \$25 application fee is charged per term and is added to the last installment.

LATE PAYMENTS

Installments are due within three days of the scheduled extended dates provided below. A late fee of \$100 may be assessed if the payment plan is cancelled due to non-payment.

ADDITIONAL INFORMATION/QUESTIONS

You may speak to a Student Accounts counselor regarding this payment plan by phone at (312) 362-8610 or by email at studentaccounts@depaul.edu.

Qualifying Term	Application Deadline	First Installment	Second Installment	Third Installment	Fourth Installment
Fall	9/15/15	9/4/15	10/5/15	11/4/15	N/A
Winter	1/10/16	12/11/15	1/11/16	2/11/16	N/A
Spring	4/3/16	3/11/16	4/11/16	5/11/16	N/A
Summer	6/20/16	6/10/16	7/10/16	8/10/16	N/A
Law Fall Semester	9/4/15	8/14/15	9/14/15	10/14/15	11/15/15
Law Spring Semester	1/11/16	12/11/15	1/11/16	2/11/16	3/11/16

2. DEPAUL THIRD PARTY PLAN

Students can use this plan when a sponsoring agency will make tuition payments directly to DePaul University. An authorization to bill from the sponsoring agency is needed. The student is responsible for contacting the sponsoring agency to initiate confirmation. The student is ultimately responsible for any balance not covered by the sponsoring agency.

APPLICATION FEES

There are no applications or participation fees required.

ADDITIONAL INFORMATION/QUESTIONS

Third Party Administrator, (312) 362-8391

APPLICATION DEADLINES

For voucher due dates, please see "General Provisions" due dates.

3. DEPAUL ANNUAL PAYMENT PLAN

The DePaul Annual Payment Plan is designed to give you the option of paying your tuition cost, housing charges and fees incurred during the regular academic year in 12, 11 or 10 monthly installments. Sign up online by navigating to: Campus Connect > ePay/eBill > Payment Plans.

ENROLLMENT FEE

An annual non-refundable \$80 is required with each enrollment. This fee must be included with the completed enrollment.

ELIGIBLE CHARGES

Only charges incurred for the upcoming regular academic year 2015–2016 (fall, winter and spring) are eligible for this payment plan. Please note that you are responsible for estimating your costs for the year and for any reductions and/or additional charges not originally planned. You may factor in any eligible financial aid. However, please note any aid that does not pay as planned may increase your payments.

CANCELLATIONS

Your payment plan may be cancelled for any of the following reasons:

- a) A past due balance.
- b) Currently enrolled in a university sponsored payment plan.
- c) If your payments are returned by your credit card or banking institution. A \$30 returned payment fee will be assessed for each occurrence.

If your payment plan is suspended or cancelled, you may be restricted from other university services and be subject to a \$100 late fee.

ADDITIONAL INFORMATION/QUESTIONS

You may email us at studentaccounts@depaul.edu or call DePaul Central at (312) 362-8610 and ask to speak to a Student Accounts counselor.

DEPAUL ANNUAL PAYMENT PLAN DEADLINES

Annual	Application Deadline	First Payment Due	Final Payment Due
12 Month	6/25/15	6/26/15	5/26/16
11 Month	7/25/15	7/26/15	5/26/16
10 Month	8/25/15	8/26/15	5/26/16

4. EMPLOYER TUITION REIMBURSEMENT PLAN

The Employer Tuition Reimbursement Plan is designed for students who receive tuition reimbursement from their employers. Since employer reimbursement is generally issued at the end of the term, this option provides an extended payment due date.

APPLICATION FEES

A \$125 fee covers fall, winter and spring (fall and spring semesters for law). Students may apply on a term-by-term basis at \$50 per term; both options are interest free.

ADDITIONAL INFORMATION/QUESTIONS

You may email us at **studentaccounts@depaul.edu** or call DePaul Central at (312) 362-8610 and ask to speak to a Student Accounts counselor.

LATE PAYMENTS

A late fee of \$100 will be assessed to the student account if the complete payment is not received by the extended payment due date.

EMPLOYER TUITION REIMBURSEMENT PLAN DEADLINES

2015/2016	Application Deadline	Extended Payment Due Date
Fall, Winter and Spring (Annual Application)	9/16/15	
Fall Quarter	9/16/15	1/8/16
Winter Quarter	1/11/16	4/13/16
Spring Quarter	4/4/16	7/3/16
Summer Quarter	6/15/16	9/19/16
Law Fall and Spring (Annual Application)	9/5/16	
Law Fall	9/5/15	1/18/16
Law Spring	1/23/16	6/17/16
Law Summer Session	6/13/16	8/29/16

Annual application deadline is the same as the fall term and has the same extended due dates as fall, winter and spring terms.

DEPAUL ePAY/eBILL

DePaul ePAY/eBILL is an online billing and payment system that provides students with the convenience of making online payments and viewing e-bills 24 hours a day, seven days a week.

SEAMLESS LOG-IN ACCESS

Access ePAY/eBILL by logging into Campus Connect with your username and password. Look for ePAY/eBILL in the menu on the left or in your Student Center.

UP-TO-DATE ACCOUNT ACTIVITY

View your student account information in real time. Changes that impact your student account balance will be reflected on ePAY as well as the Student Center.

PAY ONLINE

Payments made via ePAY post immediately to your student account, and you will receive email confirmation of your payment. All payments made on ePAY can be viewed through the transaction history. MasterCard, Visa, Discover, American Express and electronic checks are accepted forms of payment. Pay by phone is no longer available.

VIEW E-BILLS

View your current or past bills. You also can obtain your bills in printable format by clicking on the PDF Printable Statement option at the top left corner of the statement. Paper bills will no longer be mailed. If you need a printed copy, print the PDF version of the document. You may also view your historic bills through your Student Center.

AUTHORIZED PAYER ACCOUNTS

Authorized payers, including parents, guardians, etc., will be assigned a personal user login and password to increase security for their transactions. Students will need to set up an account in ePAY for authorized payers. The authorized payer will receive an email with the user name and a link to the authorized payer site. For security purposes, the authorized payer will not receive a password in the email. The student must provide the initial password to the authorized payer, which will be changed by the authorized payer at the time of the first login.

PAYER PROFILE

Students and authorized payers will be able to create multiple payment profiles for different forms of payments (i.e., credit cards, electronic checks). This will allow the user to enter banking and credit card information for each profile that is optionally stored for payment processing. If you previously set up banking or credit card information, you will need to re-enter your choices.

USER PREFERENCES

Students and authorized payers will be able to update their notification preference. The authorized payer must enter a primary email address to receive notification when a new bill is available. Student emails will be sent to the email address marked as "preferred" in Campus Connect. Any changes made to this email address must be made in Campus Connect.

If you have questions or problems regarding ePAY/eBILL, contact DePaul Central at (312) 362-8610 or email studentaccounts@depaul.edu. You also may visit our office at DePaul Central.

GENERAL PROVISIONS

Payments can be made by cash, check, money order or credit card (Visa, MasterCard, Discover and American Express). Payment can be made at the addresses below.

If you choose not to participate in any of the available payment plans, or are not covered by financial aid, then full balance is due on or before the following dates:

Undergraduate and Graduate Students	
Quarter	Tuition Due Date
Fall	9/4/15
Graduate December Intercession	11/23/15
Winter	12/4/15
Spring	3/11/16
Summer I and Summer 10 Week	6/10/16
College of Law	
Semester	Tuition Due Date
Fall	8/14/15
Spring	12/11/15
Summer	5/27/16

FINANCE CHARGE

There is no finance charge associated with any of the plans.

STUDENT REFUNDS

The university prefers to electronically deposit any student aid refunds into a designated checking or savings account. It will ensure faster access to funds and is more secure than paper checks. Visit Campus Connect > Student Center > Finances > Direct Deposit.

RETURNED CHECKS

A charge of \$25 will be assessed for each check or direct debit returned by the bank.

DELINQUENCY FEES

An account showing a balance due after the tuition due date that is not set up on a university payment plan is assessed a \$100 delinquency fee.

Payments can be made using one of the following payment methods:

Online

Payments accepted 24/7 using your credit card, checking or savings account:

campusconnect.depaul.edu

In Person

Payments accepted using cash, check or credit card at the Loop or Lincoln Park Payment Centers at:

- Loop Campus, DePaul Center Suite 9100
- Lincoln Park Campus, DePaul Central SAC 101

Mail (Checks ONLY)

DePaul University Tuition Lockbox
14026 Collection Center Drive
Chicago, IL 60693-0140

For additional information please contact:

DePaul University

Student Financial Accounts

1 East Jackson Boulevard, Suite 9900

Chicago, IL 60604

(312) 362-8610



DePaul University is an equal opportunity employer and educator.