



DEPAUL UNIVERSITY

# EPAY/EBILL AND PAYMENT PLAN OPTIONS

2019-2020

# 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.

#### **Available Payment Plans:**

- 1.** 12 or 10 month Annual Payment Plan
- 2.** 6 Month Payment Plan (Winter/Spring)
- 3.** Single Term Payment Plan
- 4.** Third Party Payment Plan
- 5.** Employer Tuition Deferment Plan

# 1. 12 OR 10 MONTH ANNUAL PAYMENT PLANS

The Annual Payment Plans are designed to give you the options of paying your tuition, housing, and fees in monthly installments.

## APPLICATION FEE

An annual \$80 non-refundable fee is required with your enrollment. This fee is due at the time of enrollment.

## ELIGIBLE CHARGES

Only 2019-2020 charges for 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 included in your original budget.

# 2. 6 MONTH PLAN

Only available for charges incurred in the 2019-2020 Winter and Spring terms

## 6 MONTH PLAN APPLICATION FEE

An annual \$60 non-refundable fee is required with your enrollment. This fee is due at the time of enrollment. Note, you are responsible for estimating your costs for the year and for any reductions and/or additional charges not included in your original budget. You may factor in any eligible financial aid. However, please note any aid that does not disburse as planned may increase your monthly payments.

## CANCELLATIONS

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

- a) A past due balance.
- b) If your scheduled payments fail, a \$25 returned payment fee will be assessed for each occurrence.
- c) Currently enrolled in another university sponsored payment plan.

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

## DEPAUL ANNUAL PAYMENT PLAN DEADLINES

Payment Plan	Application Dates	First Payment Date	Last Payment Date
12 Months	5/13/19 - 6/30/19	6-26-19	5-26-20
LAW 12 months	5/13/19 - 6/30/19	6-26-19	5-26-20
10 months	7/01/19 - 8/30/19	8-26-19	5-26-20
LAW 10 months	7/01/19 - 8/30/19	8-26-19	5-26-20
6 months	12/01/19 - 1/11/20	12-26-19	5-26-20

### 3. SINGLE TERM PAYMENT PLAN

The DePaul Single-Term Payment Plan allows the student to pay their term charges in three installments. Additional term charges incurred after enrolling in the payment plan are added to the remaining installments.

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

#### APPLICATION FEE

A \$30 application fee is charged per term and due at time of enrollment.

#### LATE PAYMENTS

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

Qualifying Term	Application Deadline	First Installment	Second Installment	Third Installment	Fourth Installment
Fall	9/19/19	9/06/19	10/06/19	11/06/19	N/A
Winter	1/12/20	12/10/19	1/11/20	2/11/20	N/A
Spring	4/5/20	3/26/20	4/26/20	5/26/20	N/A
Summer	6/23/20	6/12/20	7/12/20	8/12/20	N/A
Law Fall Semester	9/08/19	8/16/19	9/16/19	10/16/19	11/16/19
Law Spring Semester	1/29/20	12/13/19	1/13/20	2/13/20	3/13/20

### 4. 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 FEE

There are no application or participation fees required.

#### ADDITIONAL INFORMATION/QUESTIONS

Third Party Administrator, (312) 362-8391

#### APPLICATION DEADLINES

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

# 5. EMPLOYER TUITION DEFERMENT PLAN

The Employer Tuition Deferment 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; \$60 for Law Students per semester, both options are interest free.

### 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 DEFERMENT PLAN DEADLINES

Qualifying Term	Fee	Application Deadline	Deferred Payment Due Date
Annual Application (Fall, Winter, and Spring only)	\$125	9/18/19	Refer to term due date
Fall Term	\$50	9/18/19	1/09/20
Winter Term	\$50	1/11/20	4/26/20
Spring Term	\$50	4/04/20	7/19/20
Summer Term	\$50	6/21/20	9/27/20
Law Annual Application (Fall and Spring only)	\$125	9/07/19	1/19/20
Law Fall Semester	\$60	9/07/19	1/19/20
Law Spring Semester	\$60	1/27/20	6/14/20
Law Summer Semester	\$60	6/07/20	8/30/20

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

In summer of 2019, we will launch a new ePAY/eBILL payment portal with many of the features you have become familiar with. Our system provides students with the convenience of making online payments, viewing your account activity and enrolling in a payment plan, 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.

## VIEW EBILLS AND ACCOUNT ACTIVITY

View your student account information in real time.

## PAY ONLINE

Payments made post immediately to your student account, and you will receive email confirmation of your payment. These payments can be viewed through the transaction history. Accepted payment methods are MasterCard, Visa, Discover, American Express and electronic checks. Payments made by credit or debit card are assessed, by our card processor, a *convenience fee of 2.75% per transaction, or a minimum of \$3.00*. The convenience fee is non-refundable. There is no fee for paying by electronic check (ACH), by simply entering your bank routing number and checking or savings account.

## ENROLL IN A PAYMENT PLAN

You may enroll in the 12, 10 or 6 month payment plan by selecting the payment plan tab in the payment portal and select the plan that best fits your needs.

## AUTHORIZED PAYER

If you previously had an authorized payer(s), you will be required to invite them again. When you sign on to your ePAY/eBILL account, you can invite your authorized payer(s) using their email address. The authorized payer(s) will receive one email with their user name (email address) and a link to the online portal and a second email with a temporary password which they will be required to change immediately. You may invite multiple authorized payer(s).

## PAYMENT PROFILE

Students and authorized payer(s) can create multiple payment profiles for different forms of payments (i.e., credit cards, electronic checks). This allows the user to enter banking and credit card information for each profile which is optionally stored for payment processing. If you have previously created a payment profile, please create a new one.

## USER NOTIFICATIONS

Students and authorized payer(s) are able to update their notification preference. You may choose to receive notifications by email or text when a new bill is available, when a payment has been made, or when your scheduled payment is processed.

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

# GENERAL INFORMATION

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:

Tuition Due Dates	
Quarter*	Tuition Due Date
Fall	9/6/19
Graduate December Intercession	11/25/19
Winter	12/6/19
Spring	3/20/20
Summer I and Summer 10 Week	6/12/20
Summer II	7/17/20

  

College of Law	
Semester	Tuition Due Date
Fall	8/16/19
Spring	12/13/19
Summer	5/22/20

\*Third Party Application Deadlines follow the tuition due dates.

## STUDENT REFUNDS

If you are expecting to receive a refund from your financial aid, your funds will be deposited directly into a checking or savings account you designate. Go to [CampusConnect.depaul.edu](http://CampusConnect.depaul.edu) to enter your direct deposit information to ensure fast and secure delivery of your funds.

## RETURNED CHECKS

A charge of \$25 will be assessed for each check or electronic check (ACH) payment.

## LATE FEE

Tuition, Housing and Fees not paid by the published due date are subject to a \$100 late fee.

## DEPAUL IS GOING CASHLESS!

Effective July 1, 2019, DePaul Payment Centers will no longer accept cash payments for tuition and fees.

## Safe and Secure

Reduce the risk of theft and violent crimes due to having cash on persons and premises. Reduce the risk of losing cash. Paying online is safer, faster, and secure.

## Smooth Service

Cash-related bottlenecks slow down the flow of service.

## Cost of managing cash

It takes time and resources to deal with all aspects of managing cash. These resources can be better spent providing quality customer service.

Credit Card, Debit Card and eCheck payments can be made online by logging on to your campus connect portal and clicking on the Student Accounts tile, then ePay/eBill. *There are no convenience fees on eCheck payments.* Payment Centers will continue to accept checks and money orders. Kiosks are available at DePaul Central for your convenience.

## PAYMENT CENTER LOCATIONS

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

**For additional information please contact:**

DePaul University

Student Financial Accounts

1 East Jackson Boulevard, Suite 9900

Chicago, IL 60604

(312) 362-8610

**[STUDENTACCOUNTS.DEPAUL.EDU](mailto:STUDENTACCOUNTS.DEPAUL.EDU)**

