



BUSINESS OFFICE

IU Installment Plan Information and Enrollment Form
College of LifeLong Learning and College of Graduate Studies
Spring 2012

Immaculata offers an installment plan which allows College of Lifelong Learning and College of Graduate Studies students to distribute their term costs over installment dates during a traditional term. Minimum account balance to qualify for the installment plan is \$200. There is no enrollment fee. Late fees are assessed monthly on past due balances.

Installment due dates

Continuing Ed. and Graduate Studies:
January 3, February 2, March 3
ACCEL and Graduate Cohort:
January 3, February 2, March 3, April 2

<p><u>College of Lifelong Learning</u> ACCEL Cohort Program-4 installments Continuing Ed. Program-3 installments</p> <p><u>College of Graduate Studies</u> Graduate Cohort Program-4 installments Graduate Studies Program-3 installments</p>

To enroll, complete and return this form to the Business Office:

Fax to 610-251-9358
Mail to Immaculata University, P.O. Box 631, Immaculata, PA 19345
Drop off form in the Business Office, College of Lifelong Learning Office or Graduate Office

Enrollment Amount Information select from below options

___ Total term cost \$ _____

___ Term cost less pending financial aid and/or other expected outside funds \$ _____

Total Term Installment Plan Amount \$ _____

Payment method:

Online through Self Service IU (SSIU): accessible through MyIU
___ Credit card ___ e-Check

By mail to Immaculata University, P.O. Box 631, Immaculata, PA 19345
___ Check ___ Money order

How to make and schedule future payment transactions online

Login to MyIU, select SSIU

- Select Student
- Select Student Account
- Select Student Account Center
- Select the Payment Tab at the top
- Select PAY on the right and then Payment Method. Complete payment transaction information.
- Save your payment profile so you do not have to complete this information each time
- Under Payment Options select term you are paying, payment amount and payment date

You can set up all future installment payment dates and amounts at one time by repeating the above steps.

Student ID # _____ Date _____

Student name (print) _____ Daytime Phone # _____

Student signature _____