myPAYPLAN Terms and Conditions 2017-2018

E-sign Disclosure: Use of Electronic Records and Signatures These terms and conditions are being provided pursuant to the federal Electronic Signatures in Global and National Commerce Act (“E-Sign Act”) codified at 15 USC § 7001 and applicable state law. You are a consumer being asked to electronically consent to a monthly payment arrangement with Carroll University. If you do not wish to consent to the use of electronic consent, please see the Business Office.

Withdrawing Consent: You may withdraw your continuing consent by contacting the Business Office. Withdrawing your consent, will also withdraw you from the monthly payment plan option (myPAYPLAN).

Terms and Conditions. The University offers a Monthly Payment Plan of four, five or six months (myPAYPLAN). This Plan allows students and their families to pay tuition, room, board, fees and other charges to the student’s account in equal monthly installments for the current semester. Students must sign the Statement of Financial Responsibility, Student Payment Agreement and Disclosure Statement, including the Credit Agreement and Note, before enrolling in myPAYPLAN.

Set-up Fee. A $50.00 myPAYPLAN set-up fee will be charged each semester. This amount cannot be added to the payment plan calculation for the applicable session. The student will be sent a statement monthly. Payments, credits, or changes will be reflected on the student's next monthly statement. The $50.00 myPAYPLAN set-up fee is a “non-refundable” fee.

Late Fee and Collection Costs. A monthly late fee of $35.00 will be assessed for all past due amounts on myPAYPLAN. In addition, the University has the right to take steps to collect past due amounts, including, but not limited to, the following: prohibiting the student from scheduling classes for the following semester; withholding course credits; academic transcripts and diploma until the balance is paid; turning over the student's account to a collection agency; and taking legal action. By enrolling in a payment plan, the student authorizes the University to release financial information about his/her account to those concerned with collecting the balance owing. If the University incurs any expenses in collecting the student's account, the student shall pay all the University's cost of collection. This includes, but is not limited to, a collection agency fee which may be based on a percentage at a maximum of 30% of the debt, and/or reasonable attorney's fees. A collection agency acting on behalf of the University may contact students regarding any outstanding balance by means of an automated calling system or a pre-recorded message at any telephone number associated with the student’s account, including wireless telephone numbers.

Use of Title IV Financial Aid. By enrolling in a payment plan, a student authorizes the use of financial aid funds, and/or Title IV financial aid funds, to pay for charges assessed against a student account, including late fees and collection costs before any funds are disbursed to the student. Students may rescind this authorization at any time by submitting written notice to the Carroll University Business Office.