

In order to facilitate the enrollment process, and help you adequately prepare to meet your financial obligations, we would like to offer you two options for paying your educational expenses. You are required to choose one of these two options to meet your financial responsibility.

Option 1: Pay the semester's balance in full on or before August 15, 2010 for the Fall 2010 semester.

Option 2: Enroll in the Dillard interest-free Payment Plan on or before August 15, 2010. If you have any questions regarding the requirements of the Dillard Payment Plan or would like assistance, please contact Eula Lynch at (504) 816-4652 or elynch@dillard.edu. Note: The Payment Plan is based on your semester expenses, minus your semester financial aid.

- Affordable. Easy monthly payments instead of a large expense.
- Flexible. You can pay 50% down payment and spread the remaining balance over 2 months. The remaining payments will automatically be drafted from an account you designate at the time of enrollment.
- Interest-free. There are no interest charges--just a small enrollment fee of \$50.00

Payments may be made via the web at www.dillard.edu (click on "Make A Payment" – direct payments to the Student Account), or by mail. We accept electronic payments from your checking and saving accounts. We also accept Visa, MasterCard, American Express and Discover.

Reminder! To secure financial clearance from this office, you must enroll in the Dillard Payment Plan and make the required down payment or pay the Fall 2010 balance in full by August 15, 2010. To avoid the assessment of a late registration fee, you must secure your financial clearance by August 15, 2010. The late registration fee will be assessed beginning August 20, 2010. Fiscal Clearance will be granted if you have financial aid that will cover your balance 100% or if you have met option 1 or 2 to meet your financial responsibility

FORMS OF PAYMENT:

CURRENCY

All payments must be made in U.S. currency. Checks should be payable in U.S. dollars drawn on a U.S. Bank. If checks are drawn on foreign banks, any bank service charges incurred by the university for collection of these items will be charged to the student's account in addition to funds uncollected.

CHECKS

Make all checks payable to DILLARD UNIVERSITY. Send all checks to the Bursar's Office. Please mail all payments at least seven days prior to the payment due date on the statement. Do not remit post-dated checks. All checks will be processed immediately upon receipt in our office.

CREDIT CARDS

Visa and MasterCard are accepted for payment. However, we require written authorization. To pay charges on your Student Account or Fee Bill, a payment stub will be provided on your monthly statement, in the Registration Bulletin, and on the "Schedule Confirmation/Fee Bill," which will be mailed to you. Please include all required information. We are unable to accept charges by phone at this time.

RETURNED CHECKS:

Any returned check, unpaid by the bank for any reason, will be assessed a \$25.00 service fee. Our bank automatically redeposits a returned check one time without notification to the university. A returned check may also result in the following:

1. Cancellation of check writing privileges at the university,
2. Cancellation of any future class schedules.
3. Administrative hold on any future registration until debt is settled.
4. Grades held. This includes final grade reports, transcripts and access to grades via the telephone system.
5. If the returned check and service fee has not been settled by the due date on your notice, an additional \$75.00 reinstatement fee will be due.

When a check is returned and/or check writing privileges are canceled, the university reserves the right to require that payment be made by certified check, bank draft, money order, or cash.

ONLINE PAYMENTS:

Students can make tuition, housing, and additional fee payments with the click of a mouse. The university's Online Web payment system allows students and parents to:

Make an entire or a partial student account payment via savings account, electronic check or credit card (Visa, MasterCard, American Express and Discover). This option can save on postage and reduce the possibility of late charges.

All payments made to your account are updated within two business days.

The hassle of waiting in lines, mailing your payment, and waiting for telephone lines can be

avoided. Easily make your payments online. Students no longer need to stand in long lines at the Cashier's window to receive a work study or tuition refund disbursement.

RELEASE OF INFORMATION:

Financial information regarding your account will not be released to others without your written permission. If your account is being paid by a parent or guardian, please sign a release form at the Bursar's Office to allow us to discuss your account with them.