CONGRATULATIONS!

You are now enrolled in Butler University’s Monthly Payment Plan (4 payments)

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A non-refundable $25 participation fee will be charged to your student account.

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PLEASE REVIEW TERMS & INFORMATION BELOW THOROUGHLY and forward this information to anyone assisting you with your financial responsibility!

- Monthly Payment Plan due dates are:
  - Fall 2015 semester: August 4th, September 3rd, October 6th, and November 3rd, 2015
  - Spring 2016 semester: January 5th, February 4th, March 3rd, and April 5th, 2016

- If you selected ALL TERMS when you enrolled in the plan, you will automatically be enrolled in the four month Payment Plan for all subsequent semesters.

- The first payment AMOUNT DUE NOW and the due date will be included in your July E-Bill (for the fall semester) and your December E-Bill (for the spring semester). E-Bills are published the 2nd Wednesday of every month.

- If you have a past due balance, the full amount of the past due balance is included in the first payment plan AMOUNT DUE NOW on your E-Bill. (Past due balances are NOT divided equally by the remaining payment plan payments.)

- Pending financial Aid funds (e.g. outside scholarships, loans, grants) and/or anticipated 529 plan payments are NOT considered payments. Please review Fees & Anticipated Aid below.

- A late fee of 1% of the past due amount will be charged to your account if payment is not received by the due date on the E-Bill or if the amount received is less than the payment indicated on your E-Bill.

- Plan participation may be jeopardized and discontinued after two missed payments or payments submitted that are less than the amount billed. If participation in the plan is discontinued, the balance will accrue interest and will be due in full immediately.

- The following Greek houses bill room and board charges through the Office of Student Accounts:
  - Alpha Chi Omega, Alpha Phi, Delta Tau Delta, Kappa Kappa Gamma, Lambda Chi Alpha, Phi Delta Theta, Sigma Chi and Sigma Nu, All other Greek houses bill separately. For Greek houses that bill separately, those charges cannot be included in the Monthly Payment Plan option offered by the Office of Student Accounts.

- The Monthly Payment Plan option is NOT available for summer terms.

- If you want to be removed from plan, you must e-mail studentaccounts@butler.edu from your BU e-mail account with instructions to remove your account from the Monthly Payment Plan.

Fees & Anticipated Aid

The Office of Student Accounts calculates payments based on charges (tuition, room, board, allowable fees, etc.) AND approved and accepted financial aid (if applicable) at the time the E-Bill is processed. If your Anticipated Aid fails to post to your student account, remaining payment plan payments will be adjusted to cover the shortage. Outside aid sources are not included in the Anticipated Aid until the funds have been received and processed by the Office of Financial Aid. Financial Aid funds are NOT considered payments and the Office of Student Accounts will calculate remaining payments AFTER financial aid funds post to the student account. For questions regarding financial aid, please visit www.butler.edu/financial-aid or contact the Office of Financial Aid at finaid@butler.edu.