

# PAYMENT OPTIONS

## Select a Plan

The amount on the last line of the Official Award Letter are the charges NOT covered by financial aid. See the options below that we have to offer for that balance. Select the plan best suited to your family budget. Follow the instructions on your chosen plan or contact us.

**OPTION 1**     **Pay in full prior to term start** (No processing fee, zero interest)  
Payment due: Fall due Aug. 1 / Spring due Jan. 1

**OPTION 2**     **Automatic withdrawal from bank account you designate**  
(\$30 processing fee, zero interest) You designate 4 payments per term.  
Payment due: first of the month

**OPTION 3\***     **Federal Parent PLUS Loan for Undergraduate Study**  
Apply at [www.studentloans.gov](http://www.studentloans.gov)  
Loan is disbursed in equal installments for Fall and Spring after the start of classes. Parents can borrow enough to cover the out-of-pocket cost and misc. educational expenses; books, supplies, etc.  
If PLUS application declined:  
• Parent can appeal decline or borrow with an endorses/co-signer, or,  
• Student can borrow additional unsubsidized loan according to academic year

**OPTION 4\***     **Alternative Commercial (Bank) Loans**  
The parent or student (usually with a credit-worthy co-borrower) borrows in this non-government FICO Score based student loan. To find a lender, visit [www.kwu.edu/paymentplans](http://www.kwu.edu/paymentplans) and scroll to the bottom to find a link.

**OTHER**         **Notify us if you have an IRS 529 or other plans.**  
Contact us at (785) 833-4319 so we can discuss possibilities.

## Next Steps

### Inform us of your selection

Complete the Payment Selection Form for the option you have selected and send it to us at:

**Office of Student Financial Planning, 100 E. Claflin Ave., Salina, KS 67401**  
**Or scan and email your form to [finaid@kwu.edu](mailto:finaid@kwu.edu)**

### \*If you selected Options 3 or 4:

Be sure you submit your loan applications. Lenders begin accepting 2019-20 Academic Year Loan applications in the last week of March. The loan must be approved before your student can move in to the dorms, commence athletics participation or attend classes. **Do not wait until move in day.**

**Accept your awards on MyKWU.** See inside folder for details.

## Important Financial Steps

- 1. CHECK OUR ASSUMPTIONS ABOUT YOU:** Check the assumptions on page one to make sure your intended enrollment and on/off campus housing status is correct.
- 2. COMPLETE YOUR FILE:** Go to your MyKWU portal account to see what additional documents and processes are needed.  
  
Log onto MyKWU > Students > Financial Information> to the right, see Financial Assistance Document Tracking. Click on the PDF documents therein to learn about the forms, information, or processes the Office of Student Financial Planning needs me to complete to process your financial aid awards. Fax documents to (785) 404-1485 or scan and email to [finaid@kwu.edu](mailto:finaid@kwu.edu).
- 3. ACCEPT YOUR AWARDS**  
You must “Accept” or “Decline” awards you have been offered on MyKWU, or they will not be paid to your account to pay your charges.
- 4. OUTSIDE SCHOLARSHIPS:** You must send all notifications of outside scholarships you receive by email to [finaid@kwu.edu](mailto:finaid@kwu.edu), fax to (785) 404-1485, or by mail. If the notice contains enough information to allow us to add the outside scholarship(s) to your awards (Example: donor agency name, address, phone number, amount by term), your “Out of Pocket” will be reduced. It is your responsibility to assure that all outside scholarship funds are received at KWU.
- 5. FEDERAL STUDENT LOANS:** If you are accepting the Federal Direct Stafford or Unsubsidized Stafford Loan which appears on your Award Letter and you have not previously borrowed through this program at any school, you must sign an electronic Master Promissory Note with your FSA ID and you must complete the Entrance Counseling (Mandatory) online at [www.studentloans.gov](http://www.studentloans.gov).
- 6. REMAINING BALANCE:** If you have a remaining balance, decide now how you and your family will cover the cost, then complete and return the matching Payment Selection Form above. In order to avoid surprises and delays in beginning classes, residence hall move in, and participation in athletics or activities, payment must be finalized at least four weeks prior to the beginning of the semester. If your plan includes an Alternative Loan or a Parent (PLUS) loan, the loan must be approved before move in or starting classes. Allow sufficient time.
- 7. NEW FULL TIME STUDENTS:** You must have paid the \$200 Enrollment Confirmation Fee before you can reserve your residence hall room and official financial aid award. Payment by check made payable to KWU may be mailed to the Admissions Office. Be sure to write your student’s name and student ID # on the check. You can also pay by credit/debit card via phone to the Admissions Office.
- 8. NEW STUDENTS:** Be sure all final college and high school transcripts have been received by the Office of Admissions. Your Federal and State financial aid cannot disburse to pay your account until KWU receives all of your all-final transcripts. Check your MyKWU > Admissions > Documents Tracking.
- 9. ENROLL FOR CLASSES:** Be sure to enroll for the full-time (12-18 units per term) status unless the assumptions on your award letter indicate part-time enrollment. You must be enrolled in 12 hours of on-ground classes to qualify for KWU grants/scholarships or compete athletically. The Office of Admissions will contact new students to establish a time to enroll.

# 2019-20 KWU Payment Selection Form

# OPTION 1



Contact: PaySelec 123883

**Instructions:** Complete and submit this form if your family plans to pay the Estimated Remaining Balance (plus any special fees as outlined in the Catalog Section 3-Educational Expenses "Special Fees") in full **prior** to the beginning of each term:

	FALL TERM	SPRING TERM
A ESTIMATED REMAINING BALANCE after Financial Aid is applied: (from award letter)	\$	\$
B Add Applicable "Special Fees": <i>See university Catalog Section 3, "Education Expenses", "Special Fees"</i>	\$	\$
<b>PAYMENT IN FULL DUE</b> Prior to the Beginning of the Term	\$	\$
<b>Due Date</b>	August 1, 2019	January 1, 2020

A tuition bill will be mailed to the student's permanent residence address in June for Fall 2019 and December for Spring 2020, if the student has been admitted and is enrolled by that date. No other billing is issued. *Late payment fee \$30; NSF check or declined credit card fee \$30*

### PAYMENT METHOD 1: Pay in full by check

- Payable to Kansas Wesleyan University
- Include student name and KWU Student ID# on the face of the check.
- Mail to: Kansas Wesleyan University ATTN: Business Office 100 East Claflin Rd, Salina, KS 67401-6196

### PAYMENT METHOD 2: Pay in full by debit or credit card

- By phone: (785) 833-4347 Available during office hours Monday–Friday, 8 a.m.–5 p.m.
- Online: Log into MyKWU > Student > Financial Information > Scroll down to My Account Balance > Make A Payment > Select term

**I affirm that the above is my intended payment plan for the above referenced student's remaining balance.**

Payor's Name \_\_\_\_\_ Telephone \_\_\_\_\_

Payor's Address \_\_\_\_\_

Email Address \_\_\_\_\_ Relationship to Student \_\_\_\_\_

Payor's Signature \_\_\_\_\_

# 2019-20 KWU Payment Selection Form

# OPTION 2



Contact: PaySelec 123884

**Instructions:** Complete and submit this form if your family plans to pay the Estimated Remaining Balance (plus any special fees as outlined in the Catalog Section 3—Educational Expenses "Special Fees") in monthly payments via ACH (which is an automated bank draft):

	FALL TERM	SPRING TERM
A ESTIMATED REMAINING BALANCE after Financial Aid is applied: (from award letter)	\$	\$
B Add Applicable "Special Fees": <i>See university Catalog Section 3, "Education Expenses", "Special Fees"</i>	\$	\$
C ACH Set Up and Processing Fee	\$ 30.00	\$ 30.00
Total Remaining Balance Due By End of Term	\$	\$
<b>Monthly ACH Payment Amount</b> <i>Calculate Monthly ACH Payment Amount by dividing the total by four</i>	\$	\$
<b>First Payment Due Date</b>	August 1, 2019	January 1, 2020

A tuition bill will be mailed to the student's permanent residence address in June for Fall 2019 and December for Spring 2020, if the student has been admitted and is enrolled by that date. No other billing is issued.  
*Late payment fee \$30; NSF check or declined credit card fee \$30*

- **Payment schedule for Fall 2019:** August 1, September 1, October 1 and November 1
- **Payment schedule for Spring 2020:** January 1, February 1, March 1 and April 1

**AUTHORIZATION** I authorize Kansas Wesleyan University to deduct payments for my student's educational charges from my account listed below. I understand the monthly payments will equal approximately one quarter of the total per term above. I understand the ACH withdrawals will occur on the dates listed above (no earlier).

I may discontinue this payment schedule selection at any time by contacting the Student Financial Planning (SFP) Office at Kansas Wesleyan University by calling (785) 833-4319 or emailing [finaid@kwu.edu](mailto:finaid@kwu.edu). I understand at the time I withdraw from this payment schedule selection, I must inform the SFP Office of my revised plan for paying the total remaining balance or such withdrawal action may cause termination of classroom, residence hall and cafeteria privileges. The automatic bank draft fee is \$30 per semester. Enrollment in the bank draft program after the first draft date will require the total of the missed drafts to be paid in full prior to acceptance of ACH enrollment by KWU.

\_\_\_\_\_  
**Print Name** (as it appears on checking account)

\_\_\_\_\_  
**Name of Bank / Location of Bank** (City and State)

**NOTE: You need to include a voided check or check copy with this form.**

**I hereby affirm that the above is my intended payment plan for the above referenced student's remaining balance and that I am the authorized account holder:**

Payor's Name \_\_\_\_\_ Telephone \_\_\_\_\_

Payor's Address \_\_\_\_\_

Email Address \_\_\_\_\_ Relationship to Student \_\_\_\_\_

Payor's Signature \_\_\_\_\_

# 2019-20 KWU Payment Selection Form

# OPTION 3



Contact: PaySelec 123885

**Instructions:** Complete and submit this form if your family plans to pay the Estimated Remaining Balance (plus any special fees as outlined in the Catalog Section 3—Educational Expenses "Special Fees") by the parent of this student borrowing a Federal Direct Parent Loan for Undergraduate Study (PLUS):

	FALL TERM	SPRING TERM
A ESTIMATED REMAINING BALANCE after Financial Aid is applied: (from award letter)	\$	\$
B Add Applicable "Special Fees": <i>See university Catalog Section 3, "Education Expenses", "Special Fees"</i>	\$	\$
C Desired Net Refund/Book Voucher per Term from PLUS Loan	\$	\$
D Total Remaining Balance to be covered by PLUS loan	\$	\$
E Parent PLUS loan Fee (Approximately 4.3%)	\$	\$
F Total Amount of PLUS loan needed to cover charges + refund + loan fees	\$	\$

A tuition bill will be mailed to the student’s permanent residence address in June for Fall 2019 and December for Spring 2020, if the student has been admitted and is enrolled by that date. No other billing is issued. *Late payment fee \$30; NSF check or declined credit card fee \$30*

**To apply, visit [www.studentloans.gov](http://www.studentloans.gov) with your FSA ID  
PLUS Application due: between March 25, 2019 and May 1, 2019**

**Federal Parent Loan for Undergraduate Study (PLUS)** is available for parents of dependent students. Either parent (but only a parent or a step-parent) can borrow in this program. The parent may qualify for an amount sufficient to cover the entire balance, or more. The parent applies at [www.studentloans.gov](http://www.studentloans.gov) by logging on with his or her personal FSA ID. Response is immediate. Parent must also complete the PLUS Promissory Note at [www.studentloans.gov](http://www.studentloans.gov). *If the parent must establish a new FSA ID, allow 72 hours authentication time before starting the PLUS application.*  
**For more information on Federal PLUS Loans, visit <https://studentaid.ed.gov/sa/types/loans/plus>.**

\_\_\_\_\_  
Name of parent who will be applying

\_\_\_\_\_  
Parent’s SS#

**I hereby affirm that I am a parent of the above referenced student and the PLUS loan is my plan to pay the remaining balance:**

Parent's Name \_\_\_\_\_ Telephone \_\_\_\_\_

Parent's Address \_\_\_\_\_

Email Address \_\_\_\_\_ Relationship to Student \_\_\_\_\_

Parent's Signature \_\_\_\_\_

# 2019-20 KWU Payment Selection Form

# OPTION 4



Contact: PaySelec 123886

**Instructions:** Complete and submit this form if your family plans to pay the Estimated Remaining Balance (plus any special fees as outlined in the Catalog Section 3–Educational Expenses "Special Fees") by borrowing a commercial Alternative Education Loan:

	FALL TERM	SPRING TERM
A ESTIMATED REMAINING BALANCE after Financial Aid is applied: (from award letter)	\$	\$
B Add Applicable "Special Fees": <i>See university Catalog Section 3, "Education Expenses", "Special Fees"</i>	\$	\$
C Net refund check per term from Alternative Loan	\$	\$
D Total remaining balance to be covered by Alternative Loan	\$	\$
<b>Application Must Be Approved by:</b> <i>Recommendation: Allow 10 days for processing</i>	May 1, 2019	Nov. 1, 2020 If beginning in Spring term

A tuition bill will be mailed to the student’s permanent residence address in June for Fall 2019 and December for Spring 2020, if the student has been admitted and is enrolled by that date. No other billing is issued.

Late payment fee \$30; NSF check or declined credit card fee \$30

### The borrower applies at your chosen lender's website.

Alternative Education Loans are available to assist you to fund educational expenses, but should be investigated **after the Federal programs have been exhausted** as the Alternative Loan is a loan from a commercial bank and may have fewer cancellation privileges than federal student loans. Alternative Loans are FICO Score credit based loans for which the parent can be borrower, or the student can borrow, generally with a co-signor. Approval and interest rate is based upon credit. Payments can be deferred for half-time or greater enrollment, and for a six-month grace period after school before repayment begins (but interest does accrue). **Apply for the entire year; funds are disbursed each semester; interest does not begin to accrue until disbursement. Review your promissory note for more details.**

Generally, most lenders will be ready for 2019-20 award year applications by March 25, 2019. Apply and sign the promissory note electronically with e-sign process. Your co-signer can e-sign online also. KWU will receive notification to certify that your application is approved.

Ten days later, the lender can release the funds to KWU into your student account at the beginning of each semester.

**Borrower will be:**  Student with Co-Signor (Co-Signor Name) \_\_\_\_\_  
 Parent as borrower (Parent Name) \_\_\_\_\_

I hereby affirm that the above is my intended payment plan for the above referenced student's Remaining Balance:

Student Name \_\_\_\_\_ Student Cell Phone \_\_\_\_\_

Student Address \_\_\_\_\_

Email Address \_\_\_\_\_

Signature \_\_\_\_\_

# RIGHTS & RESPONSIBILITIES STATEMENT

**Your Financial Assistance Award as it appears on your MyKWU Portal is your official notification.**

Academic Awards for new students are tentative until all final transcripts and test scores are received. If your final GPA or test scores are better than those we have on record at the time you were accepted for admission, ask your Admissions Counselor to notify the SFP Office, to see if you are also eligible to improve your Academic Scholarship.

*Requirement to renew your academic scholarship: Maintain a KWU residential GPA of at least 2.5. Less than 2.5 will result in a reduction of your academic scholarship by one level. You may be able to improve your Academic Scholarship at the end of the academic year. Visit [www.kwu.edu/scholarships](http://www.kwu.edu/scholarships) to see what you qualify for.*

## AWARD RECIPIENT'S RESPONSIBILITIES:

- 1) **I understand that in order for my financial aid to process (actually be paid to my account with the university), I must ACCEPT my awards on the MyKWU Student Portal:**
- 2) In accepting awards, I affirm that I have read this award information. I understand that all awards offered by the university are included above and include any approved recommendations for awards by KWU. I understand that failure to enroll and attend for all semesters listed above will result in a revised aid offer and may require readmission to KWU. I authorize KWU to credit all awards (except Work Study) to my account each semester for payment of tuition, fees, residential charges, fines, and balances due for prior terms, and other charges. Work Study earnings will be paid semi-monthly based upon hours worked. If my "Assumed Enrollment and Residential Housing Status" changes from the assumptions appearing on the face of the award letter, my financial aid awards may be changed. Kansas Wesleyan University reserves the right to revise awards as necessary. The offer of financial aid is made in good faith, however, it is contingent upon the continued availability of funds, your enrollment status, (Note: enrollment in 12 hours is required for performance involvement and receipt of KWU institutional financial aid), residential status, receipt of outside assistance, your prompt response to requests for information, full and accurate disclosure of all relevant information in the admissions and financial aid application processes, and your maintenance of satisfactory academic progress. You understand that FERPA authorizes the Student Financial Planning office to discuss your application, financial situation, and academic progress with other agents or agencies that may be considering offering you financial assistance. You agree that you are responsible for university charges and failure to finalize financial assistance and/or make required payments to the university can result in dismissal with all principal, interest and collection costs, including attorney fees and other charges necessary for the collection of any amount not paid, due immediately.
- 3) I understand that, if my award above includes a KWU academic scholarship, generous alumni, donors or organizations may have provided the funds, which enabled the university to award that scholarship to me. In accepting this award, I understand and agree that if the donor(s) of the funds that made my scholarship possible are still living, I agree to, upon request, promptly provide a written note of my gratitude and, upon invitation to a scholarship donor recognition event, promptly respond and attend in proper dress if my schedule permits, in order to express my appreciation of their generosity and trust in me.

Student signature \_\_\_\_\_

Date \_\_\_\_\_

Parent signature (if student is under 18 years of age) \_\_\_\_\_

Date \_\_\_\_\_