



# AUTOMATIC PAYMENT PLAN

## University of Mary Washington

1301 College Avenue • Fredericksburg, VA 22401-5300  
540.654.1250 • 540.654.1289  
<http://adminfinance.umw.edu/studentaccounts>

### Payment Plan Enrollment Deadlines

#### Annual 2012–2013 *Payment plan available on May 26, 2012.*

*Full payments may be made through EaglePAY.*

Last day to enroll online	Required down payment	Number of payments	Months of payments
June 1	none	10	June–Mar
June 26	none	9	July–Mar
Aug 2	none	8	Aug–Mar
Aug 22	30%	7	Sept–Mar

#### Fall 2012 *Payment plan available on May 26, 2012.*

*Full payments may be made through EaglePAY.*

Last day to enroll online	Required down payment	Number of payments	Months of payments
June 1	none	5	June–Oct
June 26	none	4	July–Oct
July 19	20%	3	Aug–Oct
Aug 22	40%	2	Sept & Oct

#### Spring 2013 *Payment plan available on October 26, 2012.*

*Full payments may be made through EaglePAY.*

Last day to enroll online	Required down payment	Number of payments	Months of payments
Nov 1	none	5	Nov–Mar
Nov 29	none	4	Dec–Mar
Dec 17	20%	3	Jan–Mar
Jan 16	40%	2	Feb & Mar

**NOTE:** All down and full payments are processed immediately!

### Advantages

- Easy online enrollment
- Monthly payment plan
- No interest

### Payment Methods

- Automatic bank payment (ACH)
- Credit/debit card (MasterCard, Discover and American Express)

*Payments are processed on the 5th of each month and will continue until the budgeted amount is paid in full.*

### Cost to Participate

- \$40 or \$60 enrollment fee per semester depending on the date of enrollment (ACH & credit card)
- \$60 or \$90 annual fee depending on the date of enrollment (ACH & credit card)
- \$30 returned payment fee

**If a credit/debit card is used, a convenience fee in addition to the enrollment fee will be assessed.**

### Simple Steps to Enroll in the Payment Plan

**Students can set up parents as Authorized Payers in the EaglePAY system.**

#### *Students:*

- Log into the EagleNet Portal <https://eaglenet.umw.edu/>
- Click on Accounts and Financial Aid - under MY UNIVERSITY RESOURCES at the top
- Click on the EaglePAY and select "Make Payment"
- Enroll in a Payment Plan

#### *Authorized Payers:*

- Go to <http://adminfinance.umw.edu/studentaccounts/eaglepay>
- Click on Authorized Payers and enter log-in information
- Select "Make Payment" and enroll in a Payment Plan

*Before you click the Submit button, please read carefully through the Final Review and the Terms and Conditions. An immediate e-mail will be sent (if an e-mail address was provided for the person responsible for payment) confirming enrollment.*

### Payment Plan Availability

Availability of the payment plan is determined by University of Mary Washington. Please be aware that UMW may elect not to have the payment plan available during specific times and dates during registration.

### Balance Adjustments

Please do not assume your balance will automatically be adjusted if financial aid is received or a class is dropped or added. You should review your agreement balance online through [www.mypaymentplan.com](http://www.mypaymentplan.com) or call the University of Mary Washington Student Accounts Office at 540.654.1250 and 540.654.1289 or e-mail [umwbills@umw.edu](mailto:umwbills@umw.edu) to confirm the change.