

Fall 2013

Regis Payment Option for Regis College



The Regis Payment Option (RPO) is a convenient interest-free monthly payment plan for students registered for semester-based courses. The Regis Payment Option spreads the semester tuition and fees over 4 monthly payments. A payment plan is established as soon as we receive a completed and signed application form with the first payment or authorization to charge your credit card. A \$50 non-refundable application fee is due with your first payment.

Regis Payment Option - Regis College

MONTHLY PAYMENT OPTIONS

1. **Automatic:** To use the automatic credit card deduction, fill out the information on the following page and check the **Yes** box after *Automatic Monthly Credit Card Deduction*.

2. **Online:** Monthly payments can be made through WebAdvisor.

- Log into **WebAdvisor**
- Click on **Students**
- Select **Make A Payment**
- Select **Pay On My Regis Payment Option**.

3. **Mail or Fax:** Use the statement you received in the mail and fax your payment information to 303-964-5449 or mail checks to the address provided. Regis does not accept post-dated checks. Payments must be made in U.S. funds.

Late payments and returned checks: Upon acceptance into the plan, you will receive a statement with payment amounts and due dates. Loss or delayed receipt of the statement does not relieve the obligation to pay on time. If you do not receive an itemized statement as

Fall Tuition Due Date - August 1

RPO Application Due Dates

4-month payment plan - August 1

A separate RPO application needs to be submitted for each semester.

scheduled, call 303-458-4126 or 1-800-568-8932. There is a \$31 charge for checks returned for insufficient funds.

Plan Default: If payment is not received by the plan due date, the account will be considered in default. Future registration is restricted until any past due financial obligation is paid. If this agreement remains in default, it may be referred to a collection agency. All collection costs and fees are to be paid by the student, including attorney fees, court costs, and any other related costs. Students may view their current statement and amount due by logging into WebAdvisor (see **Online** payments).

Transcripts/Registration: Release of transcript/diploma is restricted until the entire plan amount and student account balance are paid in full.

2013-2014 Fees & Charges Schedule

(per semester unless otherwise indicated and subject to change without notice)

Tuition and Fees		Room and Meal Plan Charges	
Full-time Tuition (12-18 hours)	\$ 15,912	Residence Halls	
Part-time Tuition (per credit)	\$ 995	Residence Village Double	\$ 2,960
Student Activity Fee	\$ 150	Residence Village Single	\$ 3,900
Student Support Fee	\$ 150	Ignatian Village Double	\$ 2,835
		Ignatian Village Single	\$ 3,315
		West Hall/DeSmet/O'Connell Double	\$ 2,600
		West Hall/DeSmet/O'Connell Single	\$ 3,450
Orientation Fee (new students)	\$ 200		
Commitment Program	\$ 1,250	Meals	
* Health Insurance	\$1,027	Plan A with \$300 Flex	\$ 2,252
		Plan B with \$400 Flex	\$ 2,090
Late Payment Fee	\$ 300	Plan C with \$500 Flex	\$ 1,195
Late RPO Fee (per month)	\$ 15	Plan D with \$75 Flex	\$ 315
RPO Set-up Fee	\$ 50		

* To waive health insurance, go to www.aetnastudenthealth.com.

REGIS PAYMENT OPTION (RPO) APPLICATION FALL 2013

Student Name _____ Student ID# _____

Billing Address _____
Street City State Zip Code

Daytime Phone _____ Evening Phone _____ Email _____

Fall Payment Schedule:

4 payments: August – Nov

Payments are due the first day of the month.

**A SEPARATE APPLICATION
MUST BE SUBMITTED FOR
EACH SEMESTER.**

Check # _____ Check Amount \$ _____

Credit Card: Master Card Visa American Express Discover
 Automatic Monthly Credit Card Deduction? Yes No

****If neither box is selected, Automatic Monthly Deductions will be applied.****

Name of Card Holder _____

Card Holder Address _____

Account Number _____ Exp. Date _____ CSV # _____

Cardholder Signature _____

Failure to provide signature will result in a delay in processing Regis Payment Option.

(Please call to update your credit card information if it changes during the semester.)

RPO Enrollment

Please complete the following steps to enroll in the Regis Payment Option.

1. On the Budget Worksheet, list your semester expenses based on the 2013-2014 Fees & Charges Schedule.
2. Enter your semester deductions. Use any confirmed financial aid awards provided in your Award Letter, excluding Work Study. Please do not include "Estimated" or "Recommended" financial aid awards in this calculation. **Be sure to subtract any loan origination fees withheld by your lender.**
3. Subtract your Total Deductions from your Total Expenses and enter the amount on the Balance Due line.
4. Enter the number of monthly payments for your plan (4 or 5 each semester), and calculate your monthly payment.
5. Sign the RPO Application. **(All students must sign regardless of age.)** Mail the application, fee and monthly payment(s) due to: Regis Payment Option, Regis University, 3333 Regis Blvd., A-8, Denver, CO 80221-1099. If you are paying by credit card or online, you may fax this application to 303-964-5449 to expedite your RPO application and payment.

For information about room plans, contact Residence Life at 303-458-4991. For information about meal plans, contact Student Life at 303-458-4086. For information about health insurance, contact Student Health Services at 303-458-3558. To waive health insurance prior to submitting your RPO application, please go to www.aetnastudenthealth.com.

Budget Worksheet

EXPENSES (per semester):

Tuition	\$ _____
Student Activity Fee	\$ _____
Student Support Fee	\$ _____
Orientation Fee	\$ _____
Commitment Fee	\$ _____
Insurance	\$ _____
Room Plan	\$ _____
Meal Plan	\$ _____
Other Fee(s)	\$ _____
Total Expenses	\$ _____

DEDUCTIONS:

Confirmed Financial Aid	\$ _____
<i>(after deducting origination and default fees)</i>	
Deposits Paid	\$ _____
Other Payments	\$ _____
Total Deductions	\$ _____

BALANCE DUE \$ _____

_____ / _____ = \$ _____
<small>Balance Due divided by # of payments Your monthly payment</small>

Application Fee + \$50.00

TOTAL DUE WITH APPLICATION

\$ _____

All payments are due on the first of the month.

My signature below acknowledges that I have read and agree to the RPO terms and conditions and that I agree with the payments listed above, including necessary adjustments. By signing this agreement it is understood that any and all changes to my student account (such as additional lab fees, room assignment change, meal plan, calculation corrections, etc.) will be reflected in a payment schedule increase or decrease. Revised payments will be effective immediately from the date of change.

Student's Signature (required)

Date

Parent's Signature (Required only if cardholder above is the parent.)

Date

Student Accounts Office
3333 Regis Blvd., A-8
Denver, CO 80221-1099
303-458-4126 / 1-800-568-8932
Fax: 303-964-5449
www.regis.edu/studentaccounts