REGIS UNIVERSITY
Student Accounts

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

Spring Tuition Due Date - January 1

RPO Application Due Dates
5-month payment plan - December 1
4-month payment plan - January 1

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

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.

2012-2013 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)	$ 15,600	**Residence Halls**	
Part-time Tuition (per credit)	$ 975	Residence Village Double	$ 2,960
Student Activity Fee	$ 150	Residence Village Single	$ 3,900
Student Support Fee	$ 150	Ignatian Village Double	$ 2,750
		Ignatian Village Single	$ 3,100
		West Hall/DeSmet/O'Connell Double	$ 2,600
		West Hall/DeSmet/O'Connell Single	$ 3,448
Orientation Fee (new students)	$ 200		
Commitment Program	$ 1,250	**Meals**	
* Health Insurance	$ 1,267	Plan A	$ 2,165
		Plan B	$ 2,010
Late Payment Fee	$ 100	Plan C	$ 1,025
Late RPO Fee (per month)	$ 15	Plan D	$ 299
RPO Set-up Fee	$ 50		

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

REGIS PAYMENT OPTION (RPO) APPLICATION SPRING 2013

Student Name _____ Student ID# _____

Billing Address _____
Street City State Zip Code

Daytime Phone _____ Evening Phone _____ E-Mail _____

Spring Payment Schedule:

☐ 5 payments: December – April
☐ 4 payments: January – April

Payments are due the first day of the month.

A SEPARATE APPLICATION MUST BE SUBMITTED FOR EACH SEMESTER.

Credit Card: ☐ Master Card ☐ Visa ☐ American Express ☐ Discover

Name of Cardholder _____

Cardholder Address _____

_____

Credit Card Number _____ Expiration Date _____

CSV Code _____

Cardholder Signature _____

Checking Account #_____ Routing # _____

Account Holder Signature _____

Automatic Monthly Credit Card or Bank Account Deduction? ☐ **Yes** ☐ **No**

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

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 2012-2013 Fees & Charges Schedule.
2. Enter your semester deductions. Use any "Guaranteed" financial aid awards provided in your Award Response Form (ARF), 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 (*after deducting origination and default fees*)	$ _____
Deposits Paid	$ _____
Other Payments	$ _____
Total Deductions	**$** _____
BALANCE DUE	$ _____

_____ / _____ = $_____
Balance Due divided by # of payments Your monthly payment

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 the above student is under 18 years of age) Date