

# How do I apply for the Monthly Payment Plan?

You can enroll in the Monthly Payment Plan on CaneLink through Self-Service/Student Center. Select the “Account Services/Enroll in Payment Plan” tab and follow the 4 step enrollment process. The illustrations below reflect the 4 step process for your convenience.



<b>Account Inquiry</b>	<b>Optional Fees</b>	<b>Account Services</b>
direct deposit	enroll in payment plan	1098t tax form
		bank accounts

## Enroll in Payment Plan



### 1. Select Payment Plan

You are eligible to enroll in the following payment plans. You will need to follow the 4-step process for each payment plan you elect to enroll in.

	Payment Plans	Number of Installments	First Due Date
<input checked="" type="radio"/>	Fall 2013 Monthly Payment Plan A non-refundable 3% Administration Fee of the total plan amount will be charged.	4	08/01/2013

Currency used is US Dollar.

CANCEL	NEXT
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Account Inquiry	Optional Fees	Account Services	
direct deposit	enroll in payment plan	1098t tax form	bank accounts

## Enroll in Payment Plan



### 2. Review Installments

You have selected Fall 2013 Monthly Payment Plan.

A non-refundable 3% Administration Fee of the total plan amount will be charged.

<b>Elected Amount:</b>	13969.33
<b>Number of Installments:</b>	4

Installment Schedule			
Due Date	Installment	Administrative Fee	Total Installment
08/01/2013	3,492.34	104.80	3,597.14
09/01/2013	3,492.33	104.76	3,597.09
10/02/2013	3,492.33	104.76	3,597.09
11/01/2013	3,492.33	104.76	3,597.09
<b>Total</b>	<b>13,969.33</b>	<b>419.08</b>	<b>14,388.41</b>

Currency used is US Dollar.

**Important: If charges that are placed in this plan are reversed or reduced, your installment payment will also be automatically reduced.**

CANCEL	PREVIOUS	NEXT
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## Enroll in Payment Plan



### 3. Agreement

Please examine the terms of the payment plan carefully before enrolling in the plan.

#### Fall 2013 Monthly Payment Plan

You are about to enroll in Fall 2013 Monthly Payment Plan.

A non-refundable 3% Administration Fee of the total plan amount will be charged.

<b>Elected Amount:</b>	13,969.33
<b>Administrative Fee:</b>	419.08
<b>Total Plan Amount:</b>	14,388.41
<b>Number of Installments:</b>	4

#### Installment Schedule

Due Date	Installment	Administrative Fee	Total Installment
08/01/2013	3,492.34	104.80	3,597.14
09/01/2013	3,492.33	104.76	3,597.09
10/02/2013	3,492.33	104.76	3,597.09
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<b>Total</b>	<b>13,969.33</b>	<b>419.08</b>	<b>14,388.41</b>

Currency used is US Dollar.

**Important: If charges that are placed in this plan are reversed or reduced, your installment payment will also be automatically reduced.**

I agree to the installment schedule listed above. If I default on any installments, I understand that full amount may be due immediately and a hold will be placed on my account.

The agreement is dated: 07/18/2013

Yes, I have read the agreement

CANCEL

PREVIOUS

ENROLL

Account Inquiry	Optional Fees	Account Services
direct deposit	enroll in payment plan	1098t tax form
		bank accounts

## Enroll in Payment Plan

1 2 3 4

### 4. Result

 **Congratulations!**

You have successfully enrolled in Fall 2013 Monthly Payment Plan.  
Please keep the installment schedule below for your reference.

Installment Schedule			
Due Date	Installment	Administrative Fee	Total Installment
08/01/2013	3,492.34	104.80	3,597.14
09/01/2013	3,492.33	104.76	3,597.09
10/02/2013	3,492.33	104.76	3,597.09
11/01/2013	3,492.33	104.76	3,597.09
<b>Total</b>	<b>13,969.33</b>	<b>419.08</b>	<b>14,388.41</b>

[VIEW MY ACCOUNT](#)

## **How are monthly payments calculated?**

The system will place the amount shown in the “**You Owe**” section located under the Account Inquiry/Summary tab into the “Elected Amount” on the Monthly Payment Plan. This “**You Owe**” amount is the total of all charges (tuition, fees room, and board) minus the Anticipated Financial Aid and/or other payments and credits (except College Work-Study-Miami Commitment, and other aid that is paid directly to the student). The monthly payment is calculated by adding a 3% non-refundable Administrative Fee to the “Elected Amount” and dividing that total into 4 equal payments.

## **What If I wanted to change the Elected Amount in the Monthly Payment Plan?**

The “**Elected Amount**” cannot be changed. If you want to lower the amount of your payment plan, you can make a payment on your account prior to completing the MPP enrollment process. Your new total balance will be reflected in the “**Elected Amount**” when you begin the MPP enrollment process.

## **What if my balance goes down because I get additional financial aid and/or get a loan will the 3% administrative fee be reduced?**

The reduced tuition balance will be reflected immediately on the Monthly Payment Plan. The 3% administrative fee will be adjusted according to the reduction in tuition charges; however, the reduction of the administrative fee will be applied to the Monthly Payment Plan the next day.

## **What charges may be included in the Monthly Payment Plan?**

The Monthly Payment Plan will cover all semester charges including tuition, fees, room and board. The payment plan is available on a semester basis. There is a minimum contract amount of \$1,000, meaning you must have a balance on your account of at least \$1,000 per semester. These payment terms are fixed and cannot be modified. Summer classes are not eligible for the Monthly Payment Plans.

## **If I have past due balances from a prior semester, can I add this balance to the Monthly Payment Plan?**

The Monthly Payment Plan will not cover outstanding or past due balances from previous semesters or any other non-student related fees (i.e. parking fines). Prior balances must be paid in order to be eligible to enroll in the payment plan.

## **When does the Monthly Payment Plan become effective?**

The Monthly Payment Plan goes into effect once the 4 step enrollment process is complete.

## **How will I be billed?**

Payments are due the first of each month and reminder notices will be sent out monthly. You can also refer to the “Account Inquiry/charges due” tab for additional information.

## **Can I pay my monthly payments with a credit card?**

**Payments can be submitted by credit card and/ or electronic check via the “Make A Payment” button under the “Account Inquiry/Summary” tab once enrollment is complete. Please note that there will be a 2.5% transaction fee on the total of the payment for all credit card transactions. Please refer to the illustration below.**

Account Inquiry	Optional Fees		Account Services	
summary	activity	charges due	payments	pending aid

## Account Summary

Note: "Due Now" amount includes all charges due in the next 15 days. It does not include pending financial aid. Your expected payment is the "Due Now" amount minus "Pending Financial Aid".

Account balance **27,168.00**. For the breakdown [Charges Due](#)

Due Now	27,168.00
Future Due	0.00

What I Owe			
Term	Outstanding Charges	Pending Financial Aid	You Owe
Fall 2013	27,168.00	21,018.00	6,150.00
Spring 2014		21,018.00	
<b>Total</b>	<b>27,168.00</b>	<b>42,036.00</b>	<b>6,150.00</b>

Currency used is US Dollar.

[MAKE A PAYMENT](#)



## May I defer my payments?

No, all payments must be paid in full as scheduled.

## Will I be charged a late fee if my payment is not received on time and in full?

A \$20.00 late fee will be assessed on all late and partial payments.

## My billing statement and payment amount are incorrect. What should I do?

If there is a question on your billing statement, please contact the Office of Student Account Services immediately at (305)284-6430 option 6.

## What happens if my check is returned from the bank?

A returned check fee will be assessed on the student's account and the student's check cashing privileges may be revoked. Return check fees are assessed according to the following scale: checks under \$800 are assessed a \$20 fee per occurrence and checks over \$800 are charged a fee of 2.5% of the original check amount. Payment in the amount of the returned check plus the returned check fine must be made in certified funds (cash, cashier's check, or money order) for any payment that is returned.

## **Can I add additional charges on the Monthly Payment Plan once the plan is in effect?**

Additional charges cannot be included once the Monthly Payment process has been completed. Please call the Office of Student Account Services 305-284-6430, option 6 for questions relating to changes to your Monthly Payment Plan.

## **What happens if I drop a class, cancel a meal plan, and/or move out of campus housing?**

The Monthly Payment Plan balance will be systematically adjusted once the credits have been posted and the remaining monthly payments will be recalculated accordingly.

## **Can the Monthly Payment Plan be used for Intersession?**

The payment plan cannot include Intersession courses after the payment process has been completed. Please note that intersession courses are not included in the University's fixed rate of 12 to 20 credits. They are billed separately as a separate cost. Alternatively, if you prefer not to adjust your monthly payment plan, you must then make a separate payment to cover the cost of your intersession charges.

## **Can I enroll in the Monthly Payment Plan at any time during the semester?**

The Monthly Payment Plan will be available in CaneLink until August 31<sup>st</sup> for the fall semester and December 31<sup>st</sup> for the spring semester.



## **Can I cancel my Monthly Payment Plan?**

Yes, you must come in to the Office of Student Services in order to cancel the payment plan once you have enrolled in the plan.

## **Can A Proxy process a Monthly Payment Plan and/or make payments?**

A proxy is not eligible to process a MPP. Payments can be made by the proxy under the “Proxy view” by selecting “View Account Summary/Make a Payment. The illustration below provides a view of the screen.

[Proxy view](#)

**UM Financial Aid Information**

[View To Do List](#)

[View Financial Aid](#)

**UM Billing and Payments Information**

[View Cane Express Balance](#)

**myUM 2012-13 Academic Year:**

[Make a Payment \(myUM 2012-13 Academic Year\)](#)

**Fall 2013 Account Information:**

[View Account Summary/Make a Payment](#)

[View Account Activity](#)

[View Charges Due](#)

[View Payment History](#)

[View Pending Financial Aid](#)



**UM Grade / Transcript Information**

[View Course History](#)

**UM Health Insurance Information**

[Health Insurance Waiver and/or Update](#)