• BruinPay Plan (BPP) is a tuition payment plan offered to quarter and semester students. The plan allows quarter students to make 3 monthly payments and semester students to make 4 monthly payments.

• The first installment and a non-refundable administrative fee are required to enroll in the plan.

• Payments are made by electronic check (e-check/ACH debit). Once enrolled in the plan there are automatic deductions (Auto pay process) from your bank account. Deductions occur on the 20th of each month and may take up to 5 days to be reflected in your bank account. If the 20th is a non-banking day (Sunday or holiday), the deductions will begin the following business day. Credit cards are NOT accepted for enrollment or for payments to the plan.

• If you do not have a checking account you may enroll in a “cash only” plan in person at the Administrative Main Cashier Office located in 1125 Murphy Hall.

• Before each monthly deduction, except for the final deduction, the current unpaid account balance will be calculated which includes any new charges and adjustments/reversals or payments. That balance will be split over the remaining installments. In the final month any NEW Charges, which would be due the following month, will NOT be included in your final installment. These charges will remain as a balance on your account after the final installment. You will need to make a payment for these charges before the due date.

• The BPP is a term based plan and YOU MUST enroll during the enrollment period each term you wish to participate.

• During the enrollment period all eligible students will be given the BPP option through URSA.

• You must enroll during the open enrollment period. There are no exceptions after this period ends.

• If you do NOT see the BPP option, your account is not eligible for participation due to one of the following reasons:
  o You have a prior term balance. To become eligible, pay the full amount of the prior balance and then immediately enroll in the BPP. If you do not enroll immediately in the plan the option will not be available.
  o You have made 3 or more returned check or e-check payments.
  o Your estimated Financial Aid is enough to fully cover your tuition and fees-the Max CC Payment field on your account will be zero.
  o You have a fee deferral for the term.
  o You have an unpaid short term loan. Due to contractual due date requirements, you cannot participate in the BPP while having an outstanding short term loan.
  o You are enrolled in a program that does not currently allow use of the BPP. Summer Sessions, FEMBA/EMBA, Ed Leadership or Masters of Financial Engineering.