



STATEMENT OF ACCOUNT

Business Office
P.O. Box 2900
Bloomington, IL 61702-2900

John M. Doe
Mr. & Mrs. Vincent Van Doe
1234 University Lane
Bloomington, IL. 61701

John M. Doe
STATEMENT DATE: 15-JUL-2009
STUDENT ID: (J) 900012345
AMOUNT REMITTED: (K) _____

To ensure proper credit, the top stub must be detached and enclosed with your payment in the pre-addressed reply envelope.

RETAIN BOTTOM PORTION FOR YOUR RECORDS

STUDENT NAME John M. Doe ID NUMBER 900012345

Table with columns: TERM, DATE, REFERENCE, CHARGES, CREDITS, MESSAGES. Includes rows for previous billed balance, current charges, current payments, and expected charges.



Business Office
P.O. Box 2900
Bloomington, IL 61702-2900

Statement Date: 15-JUL-2009 Account Balance: (G) \$7,500.00

E-mail busnoff@iwu.edu
Business Office (309) 556-3022
Financial Aid (309) 556-3096
Registrar (309) 556-3161
Residential Life (309) 556-3113

If you are unable to make payment in full by the due date, please contact the Business Office to make arrangements. Failure to do so may result in the student's ineligibility to register for classes and receive transcripts and diploma.

Retain your monthly statements for your records. We cannot reproduce statements once they have been generated. Everyone will receive a statement each month regardless of the payment plan option you choose.

Payment Plan Options: There are two payment plan options from which to choose. Included with your June 15th statement is a Payment Plan Selection card.

Those not returning the cards by the June 30th deadline shall be placed on the 10-Payment Plan and cannot be changed until the next term.

For those who have chosen the 2-Payment Plan (1 per term), due dates are July 30th and Dec. 30th. Actual charges are placed on the student's accounts in September and January.

Please see the brochure entitled "Student Accounts 2009-10 Information" for a detailed listing of possible charges which may be added to your student's account after the July and Dec. due dates.

For those who have chosen the 10 Payment Plan (5 per term), payments are due the 30th of each month beginning June 30th thru March 30th.

International Students are automatically placed on 1 payment per term for their first term at IWU. That first payment is due on or before July 30th.

Statements:

(A) Previous Billed Balance is the Current Billed Balance from your prior statement.

(B) Current Charges are those charges appearing on your statement since the previous month's statement. (C) Current Payments/Credits are family payments, plus any other credits which are applied to your student's account.

(D) Current Billed Balance is the amount remitted plus any additional credits or charges placed on your account since the previous statement. THIS IS NOT THE PAYMENT AMOUNT DUE.

(E) Expected Charges/Credits are calculated by taking the amount due the University for your student and subtracting the financial aid on your award letter from the Financial Aid Office not including student employment if awarded.

(F) Total Expected Charges/Credits is the sum of (E) above, (Expected Charges/Credits).

(G) Account Balance is the balance on your account as of the statement date. It will reflect the charges/credits received on your account since the previous statement. This is the amount you will use to calculate your installment payments.

(H) Term Code identified by the calendar year followed by 10 for fall term, 20 for spring term and 30 for May term.

(I) Due Date is the 30th of each month for those on the 10 installment plan (5 per term) and July 30th and December 30th for those on the 2 installment plan (1 per term).

(J) IWU Student ID is the IWU 9-digit identification number used for your student. IWU does not use Social Security numbers as identification.

(K) Amount Remitted Please write the amount you are sending as payment in this area and return the top portion with your payment. Please include your student's ID number on your check.

Refund Authorization: Federal regulations require the University obtain written authorization from each student recipient of Title IV funds (and/or the parents in case of a PLUS loan) if funds are to be left on your account to pay future charges. **PLEASE NOTE: YOUR ACCOUNT MAY NOT GENERATE EXCESS FUNDS.** Students and parents are encouraged to authorize the use of excess funds to pay for other charges. This permission will avoid the possibility of refunding excess funds which may need to be repaid to the University later. An authorization on file may be superseded by completing a new authorization and submitting it to the Business Office.

Other Charges: Please refer to the brochure entitled “Student Accounts 2009-10 Information” for a listing of other possible charges which may appear on your student’s account. As you become aware of additional charges which are not included in the base charges, please make adjustments accordingly to your monthly payments. When the Business Office is notified, these changes will appear on your statements in the “Expected Charges/Credits” area of the statement until the actual charges and financial aid are placed on the accounts in September and January. When the actual charges and financial aid are placed on the student’s accounts, the “Expected Charges/Credits” area is removed.

Calculating Your Installments: Beginning with your June 15th statement, you will calculate your own installment payments. Each month you will simply divide the *Account Balance* (G) by the number of payments left in the term, using the adjacent *Installment Payment Schedules*. Parents/students often receive notification of changes to charges or financial aid before the Business Office receives this information. You will be able to take this into consideration when calculating your installment amount. If you know of a charge or credit which will affect your account balance, please add or subtract that amount from the *Account Balance* (G) before dividing by the payments left in the term which is noted in the *Messages* box on the statement. (If you have a balance from a prior term, you will need to add the entire *Previous Billed Balance* to your first Installment Amount Due in each new term.) Changes will appear on your account as the Business Office receives them. Accounts must be paid in full prior to registration for the next term.

Not To Be Included in Installments: Prior balances and late fees may not be rolled into the current term installment payments. Balances including late fees

must be paid in full at the conclusion of each term.

Late Payment Fee: is assessed on the balance in arrears at the rate of 1% per month by the Business Office.

Student Employment: Campus employment may be awarded as financial aid to assist with paying a portion of the student’s educational costs. Students may elect to receive student wages as direct deposits to a checking/savings account or as paychecks. Student wages are not automatically applied toward students account balances; however students may go online or write a check to use funds they have earned to make payments towards their account balance.

College Illinois: If you have College Illinois you must first contact College Illinois and ask them to send an Authorized Billing Sheet for your student to the Business Office. We are not allowed to bill the State until after our last day to drop a class each term at which time we will invoice College Illinois. Therefore we will not receive those funds until sometime in November and again in March or April. The amount billed is based upon the number of units your student takes each term and the amount received may differ each term. Please feel free to contact the Business Office for specific information.

Payments: You may choose to pay by credit card (American Express, Discover, Master Card) or have your savings or checking account debited with an ACH payment. You may go on line 24/7 at <http://www2.iwu.edu/bus> click on Pay My Bill on the top left and follow the user friendly directions for either of these two payment options. You may also call 1-866-848-8155 to make a credit card payment. A convenience fee is charged by the provider of this service for the credit card payment options. Please double check your student’s IWU ID# has been entered correctly. (THIS IS NOT THE SOCIAL SECURITY NUMBER.) Credit cards and direct debits are not accepted directly in the Business Office. You may also mail a check with the top portion of your statement in the enclosed payment envelope to the Business Office. Please place the IWU Student ID # in the memo section of the check to ensure proper credit. Payments must be received in the Business Office on or before the 30th of the month to avoid late fees.

Installment Payment Schedules
Installment Plan Selection cards are to be received in the Business Office by June 30th. Cards not received by the deadline are placed on 10 installments. (You may, however, pay in full at any time.)

10-Installment Plan (5 payments per term) Please use the tables below to schedule your monthly payments each term. Re-adjust your payment amount accordingly as changes occur to your account for financial aid, room & board or any other change which will affect your payments.

Fall Term Statement Date	# of Payments left per Term	Date Due
June 15th	5	June 30th
July 15th	4	July 30th
August 15th	3	August 30th
September 15th	2	September 30th
October 15th	1	October 30th

Spring Term Statement Date	# of Payments left per Term	Date Due
November 15th	5	November 30th
December 15th	4	December 30th
January 15th	3	January 30th
February 15th	2	February 28th
March 15th	1	March 30th

2-Installment Plan (1 per term) Please note: Charges may be placed on your account after payment is made. All charges may not reach the Business Office in time to appear on your July and December statements.

Statement Date	# of Payments left per Term	Date Due
July 15th	1	July 30th
December 15th	1	December 30th

International Students are automatically placed on 1 payment per term for their first term at IWU. Payment for the first term is due on or before July 30th. For subsequent terms, International students may choose either the 2-payment plan (1 per term) or the 10-Payment Plan (5 per term) as described above with the same payment deadlines as shown in the tables above.

Students will not be allowed to register for the next term nor will Seniors be allowed to graduate until their account is paid in full.



Understanding Your 2009-10 Monthly Statement

Illinois Wesleyan University
 1312 Park Street
 Bloomington, IL 61701

Business Office: (309) 556-3022
Financial Aid Office: (309) 556-3096
Office of Residential Life: (309) 556-3113
Registrar’s Office: (309) 556-3161
Fax: (309) 556-3411
E-mail: busnoff@iwu.edu

Please review the information provided in this brochure and retain for future reference.