



# Payment Arrangements for Fall 2008

## Due July 30, 2008

### Payment Plan Options:

A payment plan allows you to make 3 installments on a qualifying tuition balance of \$400 or more and must be completed by **July 30, 2008. Payments will be due August 15, September 15, and October 15, 2008.**

**Schedule your payments for automatic credit/debit card or eCheck** – To schedule your tuition payments, complete the Payment Plan form online **AND** have your payments made electronically by credit/debit card or eCheck. **(The \$25 setup fee will be waived when you schedule your payments.)**

- Log into **MyLTC**.
- Go to: "Account Summary" & "Sign up for a Payment plan."
- Enter your LTC student ID and password again and click "Login Now".
- Click on View Plan link and follow the directions.

**Another option** is to complete the Payment Plan online **OR** in person in Student Central at LTC Cleveland, and manually make the payments yourself by the scheduled due dates. **(There is a nonrefundable \$25 setup fee for this option that is due at the time upon signing.)**

### Additional Payment Options:

- Pay by cash, check, or credit/debit card at the time of registration (Visa or MasterCard only).
- Payment in full via online payment with credit/debit card or eCheck by July 30, 2008.
- Payment in full in person at Student Central Desk at LTC Cleveland campus by July 30, 2008.
- Defer your fees to an agency authorization (authorization must be on file at time of registration or before July 30, 2008, or complete an Agency Payment Agreement).
- Defer your fees to Financial Aid.
  - Deferment offered to applicants who have completed a financial aid application and the college has received a valid record from the Department of Education and all documents requested from the student have been submitted to the Financial Aid office.
  - Handwritten deferments for late applicants without above criteria will not be available.

**Important Dates to Remember:** Depending on the time of registration, a bill may NOT be received prior to the payment due date.

### July 30, 2008

- Deadline to sign up for Payment Plan **or**
- Pay in full **or**
- Authorizations from agencies and/or companies must be on file with the Student Financials Department, Cleveland Campus **or**
- Financial aid application must be completed and approved for Financial Aid deferment.
- **You will be dropped from your classes** if you have not signed up for the payment plan, paid your balance in full, submitted an authorization from an agency/company, or completed the Financial Aid paperwork.

**August 15, 2008** Installment 1 of Payment Plan due.

**September 4, 2008** Last date Payment Plan option will be available for signup. Signups between July 30, 2008 and September 4, 2008, may choose to use the Payment Plan. However, the first installment payment must be paid at the time of signup **if** the signup is on or after August 15, 2008.

**September 15, 2008** Installment 2 of Payment Plan due.

**October 15, 2008** Installment 3 of Payment Plan due.

If any of the installments are not made by the due date, a late fee of \$25 will be assessed **AND** your file will be restricted. No further enrollments in present and future terms will be allowed, grade reports or degrees will not be processed, and requests for official transcripts will be denied until balance due is paid in full. **Any fees past due 120 days will be referred to a collection agency and a \$40 collection fee will be assessed. If checks are returned for insufficient funds or other reason, your student account will be assessed an additional \$25 fee.**

**PLEASE SEE REVERSE SIDE FOR SUMMER 2008 TUITION INFORMATION**