## OFFICE OF THE BURSAR

### KEY DATES

<table>
<thead>
<tr>
<th>Term</th>
<th>Balance Due Date</th>
<th>Waiver Deadline</th>
<th>Registration Opens</th>
<th>Final Payment Due</th>
</tr>
</thead>
<tbody>
<tr>
<td>FALL TERM</td>
<td>AUG. 5</td>
<td>OCT. 1</td>
<td>NOV. 4</td>
<td>JAN. 5</td>
</tr>
<tr>
<td>SPRING TERM</td>
<td>FALLEN BALANCE DUE</td>
<td>SPRING BALANCE DUE</td>
<td>SPRING REGISTRATION OPENS</td>
<td>SPRING BALANCE DUE</td>
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</tbody>
</table>

### PAYMENT METHODS

**ONLINE**
- Through LOCUS:
  - e-Check (no fee)
  - Credit card (2.95% service fee)

**BY MAIL**
- Send to:
  - Loyola University Chicago
  - 3953 Solutions Center
  - Chicago, IL 60677-3009

**IN PERSON**
- Payments are accepted at the Office of the Bursar LSC and WTC locations
  - Cash, check, or money order

### BILLING
- e-Bills are generated on the 15th of every month
- e-Bills are a snapshot of the account at the time they are generated
- E-mail notifications of new bills are sent to the student's Loyola e-mail address

### PARENT/GUEST ACCESS
- Student can give access to:
  - Receiving e-mail notifications for e-Bills
  - Viewing financial accounts through LOCUS
  - Waiving student health insurance
  - Setting up and maintaining iPlan payments

### STUDENT HEALTH INSURANCE
- Cost of $3,684 will automatically be billed to full-time students
- Coverage will start August 1, 2023, and end July 31, 2024
- Waive out of or fast track into the plan through LOCUS

### COLLEGE SAVINGS PLANS
- Contact your provider for instructions to request funds
- If official invoice is needed, contact the Bursar's Office with your provider's information

### CHARGE AUTHORIZATIONS
- Add Rambler Bucks to your Rambler Card to pay for books, supplies, and other purchases
- Complete the Charge Authorization form online at LUC.edu/campuscard
- Funds requested will post to your LOCUS account to be paid with tuition and fees
- Fall request period: July 1 through September 8

### INSTALLMENT PLANS (IPLAN)
- Installment Plans are available to break up account balances into monthly payments, rather than one lump-sum payment each semester. Payments are due on the 5th of each month.

#### ANNUAL PLANS
- FALL TERM PLANS
  - SIGN UP BEGINS: 5/9
  - SIGN UP ENDS: 6/5
  - FIRST PAYMENT DUE: 7/5
  - PAYMENTS: 12 INSTALLMENTS

- SPRING TERM PLANS
  - SIGN UP BEGINS: 7/9
  - SIGN UP ENDS: 8/5
  - FIRST PAYMENT DUE: 9/5
  - PAYMENTS: 11 INSTALLMENTS

#### FALL TERM PLANS
- A non-refundable enrollment fee of $70 is added to your first month's payment
- For more information and to view enrollment dates, visit LUC.edu/iPlan or call your Student Account Advisor at 773.508.7705

### REFUNDS
- Sign up for Direct Deposit through LOCUS to get financial aid refunds faster

### ENROLLMENT FEE
- A non-refundable $105 annual enrollment fee is added to your first month's payment

### TUITION INSURANCE
- Tuition insurance available through A.W.G. Dewar, Inc.
  - $274 to cover tuition, fees, and on-campus room and board;
  - $206 to cover tuition and fees (both are for annual coverage)
- Enroll by August 27

### LEARN MORE
- LUC.edu/bursar