

## Paying for tuition

Making financial arrangements (either by making payment in full or setting up a payment plan) is one of the processes that must be completed online prior to the beginning of each semester.

Making payment arrangements for tuition, fees, room, board and miscellaneous charges must be completed electronically via the Student Account Center.

The Student Account Center can be accessed via the Student Accounts website at [www.lmu.edu/studentaccounts](http://www.lmu.edu/studentaccounts). You can also log in directly to the Student Account Center at the following URL address [https://lmutpg.lmu.edu/C20995\\_tsa/web/login.jsp](https://lmutpg.lmu.edu/C20995_tsa/web/login.jsp) or through your [LMU PROWL](#) account by clicking the Student Services Tab and then Student Accounts and Billing.

### **The Student Account Center, available 24/7:**

- Is a private and secure means for students to make payments, make deposits, view account activity and billing statements.
- Allows students to set up authorized users for secure third party access.
- Allows students and authorized users to store payment methods for quick and easy payment access.
- Allows students to enroll in a payment plan and set up future scheduled payments.
- Allows student to set up bank account information to have refunds deposited directly into a bank account.

Please visit our website for a budget calculator to help you in estimating your cost of attendance as well as a Student Account Center user's guide.

### **Refunds:**

Refunds will be processed electronically. Students must log in to the [Student Account Center](#) to set up a refund account. Students who had previously set up an account with Sallie Mae will need to set up a new one through the Student Account Center. To request a refund, please send an email to [refund@lmu.edu](mailto:refund@lmu.edu).

### **It is the student's responsibility to monitor his/her account online through the Student Account Center:**

You may check the status of your account at anytime by logging in to the [Student Account Center](#). In addition, notification regarding student account activity will be sent via email to your LMU Lion email account. If you would like a parent, guardian or other third party to have access to your eBill, please be sure to set them up as an authorized user in the Student Account Center.

### **Mailing in a payment:**

We strongly encourage you to use our private and secure online system, which insures not only the timely processing of all transactions but also the accuracy of all postings. If you choose to mail in a payment, please be sure to include the student's LMU ID number on all checks. Mail payments to:

Loyola Marymount University  
Bank of America Remittance Processing  
File # 53675  
Los Angeles, CA 90074-3675.

## Financial Aid:

If you are expecting financial aid to cover part of your expenses, please be sure that you complete all financial aid requirements and have accepted your aid prior to payment plan enrollment. Failure to complete all requirements may result in a calculated monthly payment larger than expected until all requirements have been met.

If financial aid covers all of your expenses and you have accepted your aid and completed all your requirements, there is no need to log in to the Student Account Center to set up payment arrangements. If you have not completed your requirements, you will be expected to make a payment by the payment deadline. Please allow at least 24 hours after accepting your aid before logging in to the [Student Account Center](#) to pay the balance due or enrolling in a payment plan. If you have a credit on your account as a result of financial aid, you may use all or part of that credit to purchase Flexi dollars by sending an email to [flexi@lmu.edu](mailto:flexi@lmu.edu). Please log in to [PROWL](#) to check your financial aid status.

## Housing and Meal Plans:

Meal plan selections are arranged through the [Student Housing Office](#). Please visit their site for more information. Full-time undergraduate commuter students, who wish to purchase a meal plan or “S” dollars, must also go through the Student Housing Office.

## Sickness Insurance Waiver:

All students enrolled in 7 or more semester hours are required to have accident and medical insurance coverage. The accident portion is mandatory and may not be waived. However, the sickness portion may be waived if you have comparable coverage. Proof of comparable coverage must be submitted through the online waiver process each academic year by the enrollment deadlines listed below. Deadlines will be strictly enforced. **Beginning June 1, 2010**, please visit [www.aetnastudenthealth.com](http://www.aetnastudenthealth.com). Click on “Find Your School” and enter **474945** as your Policy Number, then follow the link titled “Enroll/Waive.” Please note, you must be enrolled in 7 or more semester hours by the time you log in to waive in order to have a record created in the system.

## Important deadlines for Fall 2011 are as follows:

Payment due	July 20, 2011
Last day to set up on a 5 month payment plan without incurring a late fee (\$100.00)	July 20, 2011
Deadline to complete medical insurance waiver	September 23, 2011
Late registration ends	September 2, 2011
Deadline to add/drop course and receive 100% Tuition Credit	September 2, 2011

If you **have** any questions, please feel free to contact us at 310.338.2711 (8:30 am – 4:30 pm PST), 310.338.2325 Fax, or Email: [Studacct@lmu.edu](mailto:Studacct@lmu.edu). We will make every effort to respond to your written request within 24 to 48 hours.

## Important URL address:

Student Accounts Home	<a href="http://www.lmu.edu/studentaccounts">www.lmu.edu/studentaccounts</a>
Student Account Center	<a href="https://lmutpg.lmu.edu/C20995_tsa/web/login.jsp">https://lmutpg.lmu.edu/C20995_tsa/web/login.jsp</a>
Tuition refund insurance	<a href="http://www.collegerefund.com/">http://www.collegerefund.com/</a>
Sickness Insurance Waiver	<a href="http://www.aetnastudenthealth.com">www.aetnastudenthealth.com</a>
Student Housing Office	<a href="http://www.lmu.edu/Page1391.aspx">http://www.lmu.edu/Page1391.aspx</a>
One Card Office	<a href="http://www.lmu.edu/about/services/cbs/onecard.htm">http://www.lmu.edu/about/services/cbs/onecard.htm</a>
Financial Aid Office	<a href="http://financialaid.lmu.edu/financialaid.htm">http://financialaid.lmu.edu/financialaid.htm</a>
Registrar’s Office	<a href="http://www.lmu.edu/about/services/registrar.htm">http://www.lmu.edu/about/services/registrar.htm</a>