

# Southeast Missouri State University

## Installment Payment Plan Terms & Conditions

Carefully read all Terms and Conditions prior to enrollment in the Installment Payment Plan (IPP) program. By completing enrollment, the student agrees to be bound by the following terms and conditions of the Installment Payment Plan (IPP).

1. I understand that failure on my part to meet any of the provisions of the IPP may cause my participation in the plan to be cancelled and, at the option of the University, the entire balance due on my account may become payable immediately. I also understand that such failure to comply may prevent me from future participation in the IPP program.
2. I understand that if the information I have provided during enrollment of an IPP Option is incorrect, if changes occur in my account or to my financial aid, or if errors have been made in completing the enrollment process, I am still responsible for paying all charges by the payment due dates.
3. I understand that it is my responsibility to keep track of the due dates and to make certain my payment has been received on time even though a billing statement may not have been received. I also understand that it is my responsibility to keep a current address on file directly with the Registrar's Office to facilitate prompt receipt of billing statements and other information, and that I must contact the Student Financial Services Office if I do not receive billing statements.
4. I understand that I will be assessed a late fee for each installment payment made after the established payment dates.
5. I understand that failure to make the payment on the due dates may subject me to cancellation or financial suspension by the Student Financial Services Office. I also understand that such financial suspension would leave me with no academic credit for the semester, subject to housing eviction and loss of dining privileges, and I would still be responsible for paying all the amounts owed to the University.
6. I have carefully read and understand all provisions of the IPP Option as described under the Terms and Conditions.

*NOTE: IPP enrollment is per semester. You must indicate at the beginning of each semester which IPP option you have chosen to enroll in.*