

September 30, 2010

Greetings,

RE: ID# ()

If you do not need the payment plan for the Spring 2011, please disregard this email. Your total payment will be due December 1st.

In order to utilize the payment plan for the Spring 2011, you must be at a zero balance by November 1st.

You must have a minimum balance of \$1000 after all scholarships and deductions have been applied.

The maximum amount allowed on the payment plan is 5500.00.

The Payment Plan (Mbip) is a five month interest-free installment plan. (No penalty for early payoff.) All payments are due on the 1st of each month and the plan runs from December thru April for the Spring 2011 semester. There is a 25.00 late fee for all late payments. Open enrollment for the [Spring 2011 payment plan](#) is **October 1st thru November 30th**. There is a \$10 late fee for responses. (If we have not received your forms by December 1st, there will be a \$60 late fee per month.)

To sign up for the Payment Plan, go to your student portal, (my.moody.edu) click "[students](#)", then in the top left hand corner of the page, "the arrow under main menu", then "student forms", then [Moody payment plan forms](#). There is a \$50.00 (*Non-Refundable*) enrollment fee due at the time of sign up. We ask that payments be made thru the student portal with a credit/debit card or by sending a check to our Student Lockbox. Please allow 7 to 10 business days for processing all checks. **No post dated checks will be accepted; all checks are posted at the time of receipt.** There is a 25.00 charge for all returned checks. We will also accept ACH payments, (see description below).

HOW TO MAKE A PAYMENT

Monthly Self-Pay (mail checks to Lockbox, pay cash or check at the tellers' window, or pay online with a debit/credit card.)

(Student Lockbox Address): **Moody Bible Institute, Dept #1018, P. O. BOX 6500, Chicago, IL 60680-6500**

(Cashier): Pay cash or check at the tellers' window. (Crowell 4th floor)

(Online card payment): my.moody.edu, User Id & Password, Click [students](#) -Click [student center](#) - Click "[make a payment](#)"

***Make checks payable to Moody Bible Institute & include student's name and Id#.**

Monthly ACH/Electronic Bank Funds (Auto-debit from your bank account.)

Note -You must check your school bill often and report any changes in your school bill.

- To readjust your payments amounts, you must report all changes to your account.

- If you do not report the changes to your account, the readjusted amounts will automatically occur on the last two payments.

- Please pass all information to the bill payer, as some emails are undeliverable.

- This is a manual process; the system will not show that you are on the payment plan.

-THE MONTHLY REMINDERS WILL SEND THE AMOUNT THAT YOU ENTER ON YOUR PAYMENT PLAN FORM, AS THE AMOUNT DUE.

BUDGET-CALCULATOR SHEET

Room Assignments:

- Off-Campus \$ 0.00
- Single Room \$ 2853.00
- Double Room \$ 2447.00
- Triple Room \$ 2156.00
- Smith Apt \$ 2296.00
- Jenkins Single \$ 4570.50
- Jenkins Double \$ 3079.50
- Jenkins Triple \$ 2556.80

Meal Plan

- Meal Exemption (Must be pre approved by food services) \$ 510.00
- 10 Meal Plan (Only for Jenkins Residence) \$ 1410.00
- 15 Meal Plan \$ 1715.00
- 20 Meal Plan \$ 1925.00

Insurance

- Insurance Waiver (I am covered by insurance and have waived Moody's insurance) \$0.00
- Insurance Plan A - \$485 for the fall semester & \$729 for the spring semester
- Insurance Plan B - \$651 for the fall semester & \$977 for the spring semester

Student Fees: These are mandatory fees that apply to all Full time

Ungrad Main Campus students:

Technology Fee – 198.00

Facilities Fee – 230.00

Student Activity Fee – 407.75

Campus Network Fee – 50.00 (If you live on campus)

CTA U Pass – 98.00

Insurance Handling Fee – 20.00

Additional Fees:

- Extra Credit Hours – 250.00
- Parking - \$150.00 per semester
- ½ hour music lesson – 360.00
- 1 hour music lesson – 660.00 (organ - 670.00)

Spokane

- Full time students taking 13 to 18 credit hours – 3510.00
- Add 270.00 for each additional credit over 18
- Students taking less than 13 credit hours – 270.00 per credit hour

Distance Learning

- Independent Studies is 185.00 per credit hour plus shipping & handling
- Online or Regional Classroom is 250.00 per credit hour

*Please check every box that applies to you. Add all the charges together. Subtract all loans, grants, and scholarships that have been confirmed in writing for the current semester, **then** divide by five. You must reapply for a new payment plan every fall semester.

Grad Tuition and Fees

Description	Amount	Program
Parking Fee Upload	\$150.00 per semester	Grad
Late Payment Fee	\$60.00 per month	Grad
Returned Check Fee	\$25.00 per returned item	Grad
ID Card Replacement Fee	\$20.00 per replacement	Grad
Intermission Status Fee	\$100.00 per semester	Grad
Official Transcripts	\$5.00 per transcript	Grad
Graduation Fee	\$125.00	Grad
Graduate Tuition	\$340.00 per credit hour	Grad
Graduate Tuition-Modular	\$340.00 per credit hour	Grad
Graduate Tuition-Directed Stud	\$340.00 per credit hour	Grad
Graduate Tuition-Online	\$340.00 per credit hour	Grad
Faculty Development	\$50.00 per semester	Grad
Student Activity Fee-GRAD	\$20.00 per credit hour with a cap at 9 credit hours	Grad
Student Council Fee - GRAD	\$3.50 per credit hour	Grad
Campus Network	\$50.00 per semester for On-Campus Students	Grad
Retreats	?	Grad

MTS Tuition an Fees**Michigan**

Description	Amount	Program
Parking Fee Upload	\$150.00 per semester	Grad
Late Payment Fee	\$60.00 per month	Grad
Returned Check Fee	\$25.00 per returned item	Grad
Graduation Fee	\$125.00	Grad
ID Card Replacement Fee	\$20.00 per replacement	Grad
Instructional Supplement	\$20.00 per semester	Grad
Library Fee	\$30.00 per semester	Grad
Intermission Status Fee	\$100.00 per semester	Grad
Thesis Fee	\$110.00 per semester	Grad
Tuition	\$390.00 per credit hour	Grad
Faculty Fee	\$50.00 per semester	Grad
Official Transcripts	\$5.00 per transcript	Grad
Retreats	?	Grad

Moody Bible Institute
Payment Plan
Frequently Asked Questions (Q and A)

Q: *What is the Moody Payment Plan?*

A: An interest-free (5) month installment plan. *(No penalty for early payoff.)*

Q: *When are the five (5) payments due?*

A: The 1st of each month from **July - November** for the Fall semester & **December - April** for the Spring semester. (There is no payment plan offered for summer sessions.)

Q: *Can any student sign up for the payment plan?*

A: You must have a minimum balance of \$1000 after scholarships have been applied. There is a maximum balance of \$5500 allowed on the payment plan.

Q: *How do I enroll in the plan?*

A: You must enroll online at my.moody.edu. Click on "student forms" then "payment plan form."

Q: *How often must I enroll in the payment plan?*

A: Every Fall semester. Students who start in the Spring must sign up in the Spring and then sign up every Fall thereafter.

Q: *When can I sign up for the payment plan?*

A: Spring 2011 semester: October 1st - November 30th. There's a \$10.00 fee for late forms. For New Students, you have until Orientation Day to sign up for the payment plan.

Q: *What If I have a scholarship/grant coming later in the semester?*

A: Your church or organization must e-mail emma.williams@moody.edu or fax us at (312)329-2035 before the first payment date. The notification must include your name, scholarship amount, which semester, and the expected date of receipt.

Q: *How will I account for the scholarship?*

A: Once we have received your award letter, you may deduct this amount from the total semester charges. (You may only deduct amounts pertaining to the current semester.)

Q: *What happens if the scholarship money comes in later than expected?*

A: You will have to pay the expected amount and be reimbursed when it does come in.

Q: *What is the cost for using the Moody Payment Plan?*

A: There is a \$50.00 non-refundable enrollment fee per semester.

Q: *How do I pay the enrollment fee?*

A: You make a regular payment of \$50 to your school bill using cash, check or credit/debit card payment. (See "How can I make a payment?")

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(Online card payment): my.moody.edu, User Id & Password, Click "students", "student center", then "make a payment"

*Make checks payable to Moody Bible Institute & include student's name and Id#.

Q: Can I make my first payment when I arrive on campus?

A: No. All payments must be received by the scheduled dates. (See question 2.)

Q: What if I am a newly accepted student? (within 15 days of arrival to campus)

A: You are allowed to make your 1st and 2nd payments upon arrival to campus.

Q: What happens if a payment is late?

A: There is a \$25 late fee for late payments. (*Keep checking your bill for new charges.*)

Q: What happens if I can't make the payment(s)?

A: If at any time you are more than one payment behind, your classes and your payment plan will be cancelled.

Q: Will I receive a reminder of my payments?

A: Yes. Students will receive a payment reminder via their Moody e-mail address.

Q: Can my payment plan amount change during the course of the semester?

A: Yes. You must call/email and report any changes to your school bill immediately or the readjusted amount will automatically increase/decrease your last two payment amount.

Note -You must check your school bill often and report any changes in your school bill.

- To readjust your payments amounts, you must report all changes to your account.

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- Please pass all information to the bill payer, as some emails are undeliverable.

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- ON YOUR RESPONSE FORM, AS THE AMOUNT DUE.

* For Insurance, contact Ed Jordan at edward.jordan@moody.edu or 312-329-4367.

* For Financial Aid, contact Marc Hall at marc.hall@moody.edu or 312-329-4178.

* For Billing, contact Betty Frausto at betty.frausto@moody.edu or 312-329-4368.

Emma Williams