



RIVIER PAYMENT PLANS

The PAYMENT PLANS are set up with the Business Office at the time of the first payment.
Payments can be made online at [MyRiv](#) on your MY LEDGER.

- Step 1: Select your payment plan by set up date.
- Step 2: Calculate amount of tuition & fees, add the \$50 payment plan fee and divide by number of payments in plan (4 or 3). If registered, get amount due on MY LEDGER in [MyRiv](#); if not registered, see worksheet on reverse side for assistance.
- Step 3: Make your first payment by the set up date. Payments can be made in the Business Office or online at [MyRiv](#) on your MY LEDGER. If you make your first payment online notify the Business Office busoffice@rivier.edu with email subject line "payment plan setup." Your student account will be updated to reflect your payment plan and the fee will be posted.

AMOUNT OF TUITION & FEES: \$ _____
(See worksheet on reverse side.)

PAYMENT PLAN FEE: + \$ 50.00

TOTAL PLAN AMOUNT: \$ _____

Term 1 only

3-PAY PLAN – Set up by May 9

Full-time & Part-time Undergraduate Day,
Professional Studies, Graduate and Doctorate

Term Due Date: May 9
Term Start Date: May 16

1st payment by May 9 \$ _____

2nd payment by June 10 \$ _____

3rd payment by June 30 \$ _____

14 Week, Term 1 and Term 2

4-PAY PLAN – Set up by May 9

Full-time & Part-time Undergraduate Day,
Professional Studies, Graduate and Doctorate

Term Due Date: May 9
Term Start Date: May 16

1st payment by May 9 \$ _____

2nd payment by Jun 10 \$ _____

3rd payment by July 10 \$ _____

4rd payment by Aug 10 \$ _____

Term 2 only

3-PAY PLAN – Set up by June 28

Full-time & Part-time Undergraduate Day,
Professional Studies, Graduate and Doctorate

Term Due Date: June 28
Term Start Date: July 5

1st payment by June 28 \$ _____

2nd payment by July 10 \$ _____

3rd payment by Aug 10 \$ _____

IMPORTANT NOTE: In order for the office staff to speak with anyone other than the student about a student's account a [FERPA Student Consent Form](#) must be on file in the Registrar's Office (filled out and signed by student).

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These actions may be taken if the total amount due for the semester/ term is not paid in full or payment plan is not in place by the due date, or payment plan payments not made by the plan dates, above:

- A \$50 Late Fee may be assessed.
- A business hold will be put on the student account preventing a student from registering for future classes and requesting official transcripts.
- Unpaid accounts may be sent to an outside collection agency at the end of the semester.



Summer 2016 Semester Rates & Worksheet

STUDENT STATUS	COST P/ CREDIT	# OF COURSE CREDITS	TUITION COST
Undergraduate courses	\$325	X	=
Graduate courses	\$540	X	=
Graduate Nursing Clinical courses:	\$960	X	=
Doctorate of Education (Ed.D) courses	\$580	X	=
Total Semester Charges: \$			

Students are expected to verify the transactions on their MY LEDGER in MyRiv after they register for classes, drop classes, receive financial aid and make payments. Students are also able to print a current statement.

Add/Drop Refund and Withdrawal Policy

If after registering for courses students are unable to, or choose not to attend Rivier University, they must officially withdraw from their course(s) by contacting the Registrar's Office by the refund/ withdraw date and are encouraged to meet with their academic advisor, success coach and/ or financial aid counselor to discuss the consequence before doing so. Official drop dates can be found on the Business Office Refund & Withdrawal Policy page at rivier.edu/bo. Course drops and withdrawals after the Drop period (last day for 100% refund) will result in the student being liable for all or part of their charges.

Payment due dates and payment options can be found at rivier.edu/bo.

Estimated Aid:

Federal Grants	\$
Federal Stafford Loans	\$
Private Loans	\$
Rivier University Aid	\$
Outside Scholarships	\$
Other Grants & Aid	\$

Total Estimated Aid/ Credits: (\$)

Amount Due after Financial Aid/ Credits =

The payment due date is always one week prior to the start of classes.