Payment Installment Option (PIO)

Registration is subject to deletion and/or a $100 late payment fee if fee payment requirements for enrollment fees are not satisfied by the appropriate fee payment deadline listed in the Academic Calendar.

The Payment Installment option is offered to all students in order to help satisfy payment requirements by the appropriate fee payment deadline.

- The PIO will include all unpaid tuition and fees, Dining Dollars and/or housing charges.
- Before enrolling in the PIO, students will be required to read and accept terms of the plan on Touchnet.
- The enrollment fee of $25 is due when signing up for the PIO through Wired/Touchnet. The PIO enrollment fee is not refundable, regardless of when your financial aid or other payments are applied to your account.
- Enrollment in PIO is not automatic. You must enroll online through Wired.
- Students may pay the full installment amount due online.
- PIO enrollment is available through the end of late registration deadline dates for each Fall and Spring terms. Please refer to the Academic Calendar for specific dates.
- The remaining installment payments are due in either four or twelve separate installments (dictated by whether the student account has a prior balance.)
- Students remain responsible for the installment payments by the appropriate deadline, even if they do not receive or do not open their online invoice on Wired or through campus email.
- Students who drop or withdraw from classes after the 100% drop period may have a balance due under the Payment Installment. Tuition and fees are adjusted based on the drop or withdrawal date. A refund would only be issued to the student if the newly adjusted amount of fees is less than the amount that has been paid by the student resulting in a credit balance.
- Unpaid installment amounts will cause holds to be placed on registration for future terms, viewing/receiving grades for current or future terms, or receiving transcripts/diplomas.
- The University reserves the right to deny students the privilege of using the PIO.

If you have any questions regarding the PIO, please contact the Bursar's Office at (502) 597-6278.

July 18, 2014