CHOOSE A PAYMENT PLAN THAT'S RIGHT FOR YOU

When you set up your payment profile in My Student Account, you can select a payment plan option* that best fits your needs. Your options include:

- **No Plan** – You pay your account balance in full at the time it is due
- **Standard Plan** – You pay your bill in two payments per session (four payments per semester)
- **Deferred Plan or Direct Bill Plan** – Options available if your employer or an agency pays your tuition

You can self-enroll in the Standard Plan online. To enroll in the Deferred or Direct Bill Plan, contact your student finance representative.

*If you sign up for a payment plan between the second and fourth day of the term, your payment plan will appear on your first billing statement. You can sign up for a plan up to 29 days into a term, but your first billing statement will reflect the full amount due, not the amount you agreed to pay in your plan.

EASILY MANAGE YOUR ACCOUNT

In our fast-paced, sometimes hectic lives, convenient, readily accessible services can make a difference. That’s why we’ve designed your Chamberlain College of Nursing student online billing account so that you can log into your account at any time. With a single password, you can review your purchases and payments, access your payment history and manage your personal profile. Plus, you can choose from several electronic payment methods and plans, and you can be confident your financial information remains confidential and secure.

EASY AND CONVENIENT: FOUR WAYS TO PAY YOUR BILL

1. **Online:** With just a few clicks

   Your online student billing account gives you the flexibility to make electronic payments by debiting your checking or savings account or by using a credit card.

   Simply go to My Student Account and follow these four steps in the Make a Payment section to complete your payment transaction:

   - **Specify your payment amount**
   - **Select a payment method***
   - **Confirm payment information**
   - **Receive payment confirmation**

   *The online bill payment system allows you to store and add multiple payment methods or set up a new electronic check and credit card to make a payment.

2. **By Phone:** Contact your student finance representative

3. **In Person:** Bring your student ID and remittance slip to your student finance representative

4. **By Mail:** Mail a check and include your remittance slip

Comprehensive consumer information is available at chamberlain.edu/studentconsumersinfo.

FOR ARLINGTON CAMPUS STUDENTS:

Chamberlain College of Nursing is certified to operate by the State Council of Higher Education for Virginia, 101 N. 14th Street, 10th floor, James Monroe Building, Richmond VA 23219, 804.225.2600. Chamberlain College of Nursing is approved to operate by the Virginia Board of Nursing Perimeter Center, 9960 Mayland Drive, Suite 300, Henrico VA 23233-1463, 804.367.4515.

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YOUR ENHANCED BILLING STATEMENT

At a glance, you can find:

- Your current account balance and due date
- Recent purchases and payments
- How to make a payment
- Your 12-month payment history
- How to sign up for available payment plans
- Your account authorizations

Each month, you’ll be sent an email notification that your new billing statement is available online.

NOTE: You will receive only an electronic billing (eBills) statement, unless you opt out of electronic billing.

To opt out of eBills, change your account authorization information on the My Student Account section of your Student Portal. Even if you receive paper statements or choose a payment method other than electronic, you will always be able to view your account information online.

CANT’T FIND WHAT YOU’RE LOOKING FOR? WE’RE HERE TO HELP

Contact your Chamberlain student finance representative for help with any questions you might have regarding your student online billing account.

For more information, tips and answers to frequently asked questions, visit: help.chamberlain.edu.