

Enrolling in a Payment Plan

Bursar's Office

Enrolling in a Payment Plan

▶ Semester Payment Plan Eligibility:

- ▶ All registered students, with tuition and fees charged on their student account, have the option to enroll in a monthly payment plan for the current term.
- ▶ Students enroll in the payment plan themselves.
- ▶ Payment plans are offered each semester - Fall, Spring and Summer.
- ▶ There are options of a 3, 4 or 5 month payment plan. Enrolling in a payment plan by July 15th will allow a five (5) month payment plan.
- ▶ The e-Commerce vendor charges an enrollment fee of \$45 per semester.
- ▶ Payment plan payments are due on the 15th of each month.
 - ▶ The payment plan due date cannot be altered
 - ▶ Vendor charges a \$25 late payment fee for each late payment
 - ▶ University charges a \$35 returned payment fee for each returned payment

Enrolling in a Payment Plan

- ▶ Where do I enroll into the Payment Plan?
 - ▶ Students can access their e-Commerce portal by selecting “Make a Payment” on the Student Finance tab of LORA Self Service.
 - ▶ When selecting “Make a Payment”, the student will be automatically sent to their e-Commerce portal.
 - ▶ From the Dashboard of their e-Commerce account, select “Enroll in a Payment Plan” or select the Payment Plan tab from the top menu.

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Home My Account My Profile Make Payment Payment Plans Deposits Refunds Help

Announcement

Welcome to Loyola's eCommerce System!

Real time tuition billing statements are available **ANYTIME** by selecting the "View On Demand Statement" button below.

Payment Due Dates:

Fall Semester - August 1st

Spring Semester - January 5th

Summer Semester - May 15th

Best wishes for a successful semester!!

"Learn more about Tuition Protection [click here](#)"

Student Account

ID: 2065074

Balance	\$27,094.00
Estimated Financial Aid	\$3,699.00
Balance including estimated aid	\$23,395.00

View Activity Enroll in Payment Plan Make Payment

Statements

Click the button to view your current account balance and details. View On Demand Statement

My Profile Setup

- Authorized Users
- Personal Profile
- Security Settings
- Electronic Refunds

Term Balances

Fall 2026	\$23,475.00
Summer 2026	-\$80.00

Enrolling in a Payment Plan

- ▶ Select the term for the Payment Plan Enrollment.
 - ▶ Fall 2026

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Payment Plan Enrollment


Select


Schedule


Agreement

Select a term

Enrolling in a Payment Plan

- Select the particular payment plan (3, 4 or 5 month) you would like to enroll in.



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Payment Plan Enrollment



Select



Schedule



Agreement

Select a term Fall 2026 Select

Plan Name	Setup Fee	Required Down Payment	Installments	Late Payment Fee	Action	
2026 Fall Payment Plan (3 Months)	\$45.00	33.33%	2	\$25.00	Details	Select
2026 Fall Payment Plan (5 Months)	\$45.00	20.00%	4	\$25.00	Details	Select
2026 Fall Payment Plan (4 Months)	\$45.00	25.00%	3	\$25.00	Details	Select



Enrolling in a Payment Plan

- Once you select the payment plan of your choice, the plan description and payment installment schedule will be displayed for your review.



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Payment Plan Enrollment

Select

Schedule

Agreement

2026 Fall Payment Plan (4 Months)

Plan Description

4 - Installment Payment Plan for Fall 2026

- \$45 Enrollment Fee
- \$25 Late Payment Fee
- Enrollment Period June 9, 2026 - August 1, 2026

Payment Schedule:

- 1st Installment due upon enrollment
- 2nd Installment: September 15th
- 3rd Installment: October 15th
- 4th Installment: November 15th

Payment Type: You can use a checking account or credit card to make your payments. However, please know that there is a 3% service charge for all credit or debit card payments.

International Payments: If you need to make a payment from an international bank account or credit card, please visit our international payment partners Flywire, Pay My Tuition and TransferMate.

[Show Less](#)

Enrolling in a Payment Plan

- The first installment payment is due at the time of the payment plan enrollment plus the \$45 set up fee.

2026 Fall Payment Plan (4 Months)

Plan Description

4 - Installment Payment Plan for Fall 2026

- \$45 Enrollment Fee
- \$25 Late Payment Fee
- Enrollment Period: June 9, 2025 - August 1, 2025

Show More

Eligible Charges and Credits

Description	Charges(\$)	Credits(\$)
Fall 2026	27,174.00	
Fall 2026 (Estimated Aid)		3,699.00
Balance:		23,475.00

Required down payment

Additional down payment

Update Schedule

Payment Schedule

The payment plan schedule provided below only includes charges and credits that are eligible for the payment plan. Any additional amounts owed as reflected below will need to be paid separately. You may make a payment toward the amount not included in the plan after enrolling in the plan.

Installments	Due Date	Amount(\$)
Installment 1	9/15/26	5,868.75
Installment 2	10/15/26	5,868.75
Installment 3	11/15/26	5,868.75
Total of installments:		17,606.25

Current Charges	Due Date	Amount paid(\$)	Amount Due(\$)
Setup fee	Due now	0.00	45.00
Down payment	Due now	0.00	5,868.75
Total amount paid:			0.00
Total due now:			5,913.75

Back

Cancel

Continue

Enrolling in a Payment Plan

- To confirm your payment plan selection, select Continue

2026 Fall Payment Plan (4 Months)

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Show More

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Balance:		23,475.00

Required down payment

5,868.75

Additional down payment

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Total due now:			5,913.75

Back

Cancel

Continue

Enrolling in a Payment Plan

- ▶ Select your payment method for the payment plan.
 - ▶ You must store your electronic check or credit card information in the e-Commerce system.



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[Home](#) [My Account](#) [My Profile](#) [Make Payment](#) [Payment Plans](#) [Deposits](#) [Refunds](#) [Help](#)

Payment Plan Enrollment

Select

Schedule

Payment

Agreement

This plan requires scheduled payments.

- You must pay the plan fees before enrollment can be processed.
- All installments are paid automatically on their due dates. The payment method you choose will be used for all these payments.
- You are responsible for making sure that the payment method remains valid for the duration of this payment plan.

Amount:

\$5,913.75

* Indicates required information

Select Payment Method:*

Select Method

Back

Cancel

Continue

*Card payments are handled through PayPath®, a tuition payment service. A non-refundable service fee will be added to your payment.

Electronic Check - Payments can be made from a personal checking or savings account.
TransferMate - International Students: Save Money on Exchange Rates and Fees!

TransferMate

Enrolling in a Payment Plan

- ▶ Payment can be made by electronic check (checking / savings).
 - ▶ Bank ABA routing number AND checking or savings account number needed.

This plan requires scheduled payments.

- You must pay the plan fees before enrollment can be processed.
- All installments are paid automatically on their due dates. The payment method you choose will be used for all these payments.
- You are responsible for making sure that the payment method remains valid for the duration of this payment plan.

* Indicates required information

Amount: \$5,913.75

Select Payment Method:* Electronic Check (checking/savings) ▼

*Card payments are handled through PayPath®, a tuition payment service. A non-refundable service fee will be added to your payment.

Account Information

* Indicates required fields

You can use any personal checking or savings account.
Do not enter other accounts, such as corporate account numbers, credit cards, home equity, or traveler's checks.
Do not enter debit card numbers. Instead, enter the complete routing number and bank account number as found on a personal check.

*Account type: Select account type ▼

*Routing number: (Example)

*Bank account number:

*Confirm account number:

Billing Information

*Name on account:

*Billing address:

Billing address line two:

*City:

*State: Select State ▼

*Postal Code:

*Save payment method as:
(example My Checking)

Refund Options

You must enroll in multi-factor authentication to save this as a Refund Method.
Please proceed to [Security Settings](#) in My Profile to enroll.

Back Cancel Continue

Enrolling in a Payment Plan

- ▶ Payment can be made by credit card.
 - ▶ Vendor charges a non-refundable 3% service fee on all credit card payments.



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[Home](#) [My Account](#) [My Profile](#) [Make Payment](#) [Payment Plans](#) [Deposits](#) [Refunds](#) [Help](#)

Payment Plan Enrollment



Select



Schedule



Payment



Agreement

This plan requires scheduled payments.

- You must pay the plan fees before enrollment can be processed.
- All installments are paid automatically on their due dates. The payment method you choose will be used for all these payments.
- You are responsible for making sure that the payment method remains valid for the duration of this payment plan.

* Indicates required information

Amount:

\$5,913.75

Select Payment Method:*

Credit Card via PayPath

[Back](#)

[Cancel](#)

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*Card payments are handled through PayPath®, a tuition payment service. A non-refundable service fee will be added to your payment.

Electronic Check - Payments can be made from a personal checking or savings account.

TransferMate - International Students: Save Money on Exchange Rates and Fees!

TransferMate

Enrolling in a Payment Plan

- ▶ **International Students** - payment can be made via TransferMate.
 - ▶ The TransferMate method can be used for the initial enrollment down payment; however, future payments must be made manually in the e-Commerce system

This plan requires scheduled payments.

- You must pay the plan fees before enrollment can be processed.
- All installments are paid automatically on their due dates. The payment method you choose will be used for all these payments.
- You are responsible for making sure that the payment method remains valid for the duration of this payment plan.

* Indicates required information

Amount: \$5,913.75

Select Payment Method:*

TransferMate International Payments

The TransferMate payment method can be used for initial enrollment down payment and any associated fees, however; future payments must be made manually by selecting the Pay Next Installment button and cannot be scheduled.

Back

Cancel

Continue

Enrolling in a Payment Plan

- ▶ Once the selected payment method has been decided upon, the system will generate a Payment Plan Agreement.
- ▶ Print agreement for your records.

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[Home](#) [My Account](#) [My Profile](#) [Make Payment](#) [Payment Plan](#)

Payment Plan

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ANNUAL PERCENTAGE RATE	FINANCE CHARGE	Amount Financed	Total of Payments
The cost of your credit as a yearly rate.	The dollar amount the credit will cost you.	The amount of credit provided to you or on your behalf.	The amount you will have paid after you have made all payments as scheduled.
0.88%	\$45.00	\$17,606.25	\$17,651.25

Payment Schedule

Installment	Due Date	Amount
Installment 1	9/15/26	\$5,868.75
Installment 2	10/15/26	\$5,868.75
Installment 3	11/15/26	\$5,868.75
Total of installments:		\$17,606.25

PREPAYMENT: If I prepay in full or part, I will not have to pay a penalty. I will not be entitled to a refund of the prepaid finance charge.

LATE CHARGE: I understand that a **\$25.00** late fee will be charged for missed installment payments.

☐ I agree to the payment plan agreement.
Select the checkbox to accept this agreement. Click the 'Continue' button to complete enrollment.

Print Agreement

Change Payment Method

Cancel

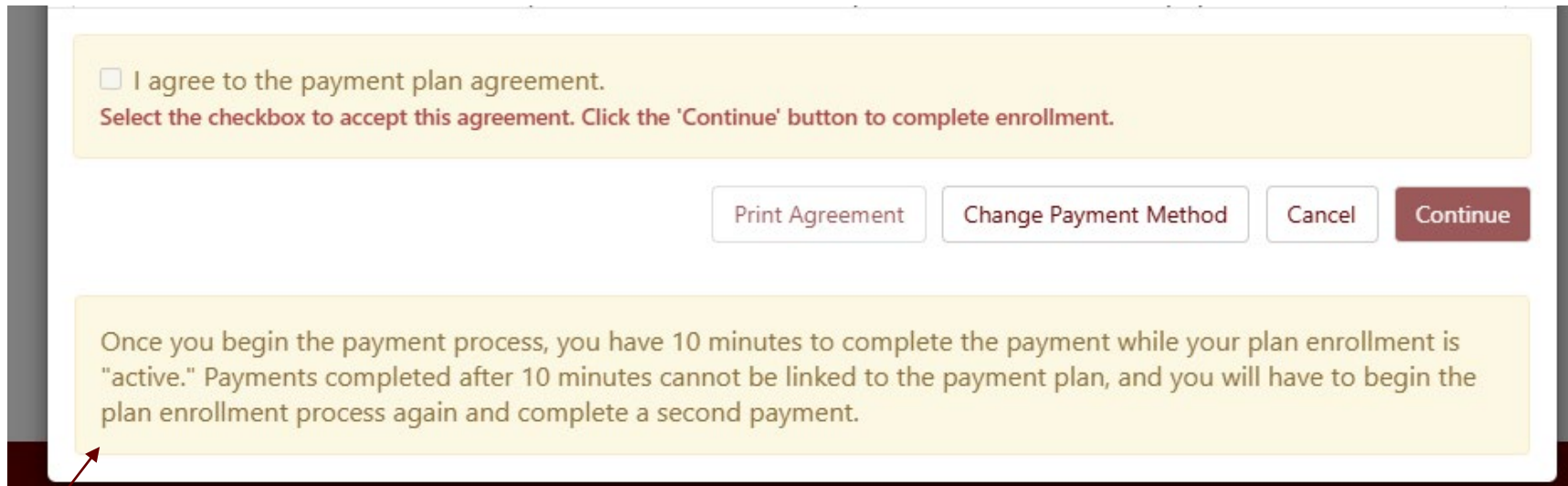
Continue

Once you begin the payment process, you have 10 minutes to complete the payment while your plan enrollment is "active." Payments completed after 10 minutes cannot be linked to the payment plan, and you will have to begin the plan enrollment process again and complete a second payment.

Enrolling in a Payment Plan

► IMPORTANT:

- Payment plan payment must be completed within 10 minutes of enrolling in plan.
- If payment is made after 10 minutes, your payment will not be linked to your payment plan.



☐ I agree to the payment plan agreement.
Select the checkbox to accept this agreement. Click the 'Continue' button to complete enrollment.

[Print Agreement](#) [Change Payment Method](#) [Cancel](#) [Continue](#)

Once you begin the payment process, you have 10 minutes to complete the payment while your plan enrollment is "active." Payments completed after 10 minutes cannot be linked to the payment plan, and you will have to begin the plan enrollment process again and complete a second payment.

A red arrow points from the bottom left towards the bottom text box.

Payment Plan Notes

- ▶ Please remember:
 - ▶ Payment plans must be completed by the student.
 - ▶ Payment plan due date is the 15th of each month and cannot be changed.
 - ▶ Payment plans will re-calculate based on additional charges or credits / payments made to the student account.
 - ▶ The e-Commerce provider will charge a \$25 fee for each late payment.
 - ▶ The university will charge a \$35 returned payment fee for each returned payment item.
 - ▶ Payment plans are offered by semester only.

Questions

- ▶ Feel free to contact the Bursar's Office for any questions.
 - ▶ Bursar's Office
 - ▶ Phone (504) 865 - 2388
 - ▶ Email bursar@loyno.edu
 - ▶ Office Thomas Hall, Room 206