


How to Set-up a Payment Plan

1. Click on **MyLaVerne** at the top of this page.
2. Click on the **LaVerne Portal** and login with your user name and email password.
3. Click on **Financial Aid & Student Accounts**.
4. Click on **Student Account Services**.
5. Click on the **My Student Account Center** button.
6. Select **Click Here to Enroll** on the desired payment plan next to plan type

Account Balance		Payment Plans	
Current Balance	\$27,117.00	Click here to enroll in your Spring 2019 6 installment payment plan.	
Credit Balance	-\$16,962.00		

7. View **Terms and Conditions**, check box and click on **Accept**

Charges:

Student Account Balance	\$27,117.00
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Credits:

Anticipated Aid	\$16,962.00
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Total Budget Amount: \$10,155.00

What You Pay Now

There is an Enrollment Fee of \$50.00 to participate in this plan. This fee covers your school's administrative costs associated with the plan, and is in addition to the total budget amount.

This plan requires that you pay for the first installment of \$10,155.00 now, in order to enroll in the plan.

The total amount you will pay now is \$10,205.00.


Terms and Conditions

Please read and indicate your agreement to the following terms and conditions by checking the agreement checkbox below.

2. The creditor, the University of La Verne, is located at 1950 Third Street, La Verne, CA 91750. Higher One, Inc., located at 80 Swan Way, Number 200, Oakland California 94621, is servicing the Plan on behalf of University of La Verne. All payments under the Plan are made to University of La Verne.

* I have read the Truth In Lending disclosures presented on this screen, and agree to be bound by the terms and conditions that govern this tuition payment plan.

[View Agreement](#)

[Cancel](#)  [Accept](#)

8. Select Method of **Payment** and follow prompts to complete transaction

The following items must be paid now to enroll in the Test 3 Fall 2018:

Enrollment Fee	\$50.00
Missed installments	\$10,155.00
Total	\$10,205.00

Which payment method would you like to use to pay this?

Saved Payment Methods

- test (MasterCard ending in 5454)

New Payment Methods

- Credit Card
- Electronic Check
- I do not want to pay the fee; please cancel my enrollment in the plan.

Cancel Continue

Please confirm the information below. To submit your payment for the Enrollment Fee and the installments you have missed due to late enrollment, click on 'Submit Payment' below.

Email Address: *

Cardholder Name:	Test Student
Credit Card Number:	XXXXXXXXXXXX5454
Expiration Date:	0119
Address:	1 main st
City:	atlanta
State/Province/Region:	GA
Zip/Postal Code:	30313
Country:	United States
Email Address:	@laverne.edu
Amount:	\$10,205.00

Cancel Submit Payment

All students electing a deferred payment plan who do not meet their payment dates will be assessed a monthly late payment fee of \$35. The University reserves the right to impose finance charges on all unpaid balances.

Students who are reimbursed by their employer are eligible for a payment plan where a 25% down payment is required plus the deferment fee. The remainder of the balance is due 45 days after the class ends. To participate in this plan, students must submit a **Company Reimbursement Form** each academic year. This form must be completed by the student and their employer and submitted to Student Accounts. Once the form is received, then the student can log into MyLaVerne and sign up for a Company Reimbursed Payment Plan.