



beyond expectations

Welcome to Indiana University of Pennsylvania

Office of the Bursar



Indiana University of Pennsylvania

Office Location

- Clark Hall First Floor
- Telephone 724-357-2207
- Fax 724-357-5578
- Email bursars-office@iup.edu
- Address 1090 South Drive
Clark Hall, IUP
Indiana, PA 15705

Bursar Functions

- Issue Student Bills electronically
- Receipt student payments
- Receipt and apply aid to student accounts
- Calculate and disburse University refunds
- 3rd party billings
- Scholarships: church, civic organizations, employers, etc.
- Process non-student revenue

Financial Terms and Conditions

Promise to Pay

It is a promissory note agreement whereby the student accepts full responsibility to pay all tuition and fees as a result of their registration for classes. Students must accept the Financial Terms and Conditions before they can register for classes. Once accepted, the promissory note remains in force as long as the student is continuously registered. For more information and to read the entire agreement please go to our website at <http://www.iup.edu/bursar/policies/financial-terms-and-conditions/>.

IUP EasyPay

- Encourage students to give parent/guardians authorization
- Parents/guardians access IUP EasyPay from www.iup.edu/bursar click the IUP EasyPay link using their authorized log in information only.
- Emails sent to student's IUP email account and to authorized user email account.



Windows Internet Explorer window showing the login page for the Indiana University of Pennsylvania Student Account Suite.

Address bar: https://ep01.iup.edu:8443/C20877test_tsa/web/login.jsp

Page Title: Login Page

Navigation: Banner INB Production 11..., New Tab, TouchNet Account Inform..., Login Page

Header: Indiana University of Pennsylvania

Students and Staff

***Indicates required information**

*University ID:

*Password:

Authorized Users

Login for parents or others who have been granted access.

*E-mail:

*Password:

Forgot your password?
View saved [password hint](#), or have a temporary password [e-mailed](#) to you.

Browser and Plugin Support

This site works best with Microsoft's Internet Explorer 7.0+, Mozilla's Firefox 2.0+, Apple's Safari 3.0+ and JavaScript must be enabled. For questions and concerns or to report an issue, please contact us at bursars-office@iup.edu.

Welcome

Welcome to Indiana University of Pennsylvania Student Account Suite. This site is a 24x7 service offered to students and their families for viewing bills, making payments and managing their student account.

Students and staff may log in using their University ID and Password. Parents, guardians, or employers wishing to access the system require student permission via the student's authorized user process. If you have any questions about the system, please send e-mail to bursars-office@iup.edu.

Student Account Suite Features

Student Account Center

- Check your balance.
- Make a payment towards your balance.
- View your payment history.
- Store your payment methods for quick and easy payment.
- As a student, provide permission to others (parents, employers, etc) to view your bill and make payments.

E-Billing

- View and print your billing statement.
- Set up your bills to be paid automatically.

Payment Plan Management

- Enroll in a payment plan so you can pay your balance in installments.
- View your current payment plan status.
- Make a payment toward one of your installments.
- Schedule future installment payments.

Done

Internet | Protected Mode: On

100%

IUP EasyPay

e-billing Information

Student access bills through MyIUP in IUP-EasyPay system.

- “Real-time system”
 - Bill is static – month to month
 - All changes appear under “current activity” tab



Student Account Home - Windows Internet Explorer
 https://ep01.iup.edu:8443/C20877test_tsa/web/welcome.jsp
 Bing
 Favorites: Best of the Web, Channel Guide, Free Hotmail, Internet Explorer News, Internet Start, Web Slice Gallery
 Banner INB Production 11..., New Tab, TouchNet Account Inform..., Student Account Home x

Important Information | Ask for Help | Log Out
 Logged in as: **Mason C. Stiver**

Indiana University of Pennsylvania

My Account | Payments | Payment Plans | eBills | eDeposits

Account Activity | My Profiles | Authorized Users

Account Alerts

No alerts at this time.

Announcements

Greetings.
 Welcome to IUP-EasyPay. IUP-EasyPay offers students and an authorized user (parent and/or guardian) the flexibility and convenience to view and pay your bill 24 hours a day, seven days a week. Payments can be made by e-checks or credit cards.

New students who wish to make a housing deposit should use the tab for deposits to make a housing deposit and choose the term 200840. **Please be sure you have completed your housing application before making housing deposit.**

It is very important that you **confirm your attendance** for the summer semester once you are enrolled. You can confirm you attendance in URSA either on the Registration page or the through Student Services and Financial Aid link. **If you have not confirmed your attendance for summer, please do so.**

For more information, visit our website at www.iup.edu/bursar.

My Account

Current Account Status	
Amount Due:	\$1,998.00
Estimated Financial Aid:	\$995.00
Amount Due Including Estimated Aid:	\$1,003.00

[Make a Payment](#) | [View Account Activity](#)

Statements

eBill Statement
 You currently do not have any billing statements.

U.Commerce 6.0 | Bill+Payment 6.0.0
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TouchNet
 Secured Site

Done | Internet | Protected Mode: On | 100%



Office of the Bursar
Clark Hall
1090 South Drive
Indiana, PA 15705-1038
724.357.2207
<http://www.iup.edu>

STATEMENT DATE	TERM	DUE DATE	AMOUNT DUE
01/02/2014	Spring 2014	01/20/2014	\$ -1,053.90

John Doe
PO Box 234
Indiana, Pa 15701
@12345678

Account Summary

CHARGES		CREDITS/ANTICIPATED CREDITS	
Registration Fees	560.10	Direct Loan Subsidized	432.00
Registration Tuition	1656.00	Direct Loan Unsubsidized	926.00
		PELL	1412.00
		Perkins Loan	500.00
Total Charges:	\$ 2,216.10	Total Credits/Anticipated Credits:	\$ 3,270.00

PREVIOUS BALANCE	CURRENT TERM BALANCE	AMOUNT DUE	FUTURE BALANCE
\$ 0.00	\$ -1,053.90	\$ -1,053.90	\$ 0.00

Tuition and Fees

- *New rates not available until July 2018*

Estimated rates per semester

PA resident (15 cr) - \$6,487.00 per semester

Meal Plan 14F - \$1,738.00 per semester

4 person shared suite - \$4,490.00 per semester

A Tuition and Fee Cost Estimator is located on the bursar home page www.iup.edu/bursar

Tuition and Fees

- *New rates not available until July 2018*

Estimated rates per semester

Out of State (15cr) - \$9,343.00 per semester

Meal Plan 14F - \$1,738.00 per semester

4 person shared suite - \$4,490.00 per semester

A Tuition and Fee Cost Estimator is located on the bursar home page www.iup.edu/bursar

Other payments

- TAP (Tuition Account Program)
 - PA TAP -Contact account administrator with copy of statement
 - 529 Outside PA are billed after we receive authorization.
 - Reimbursed directly to IUP

Payment Methods

- IUP EasyPay
 - Payment by credit card; 2.85% convenience fee
 - Discover
 - MasterCard
 - Visa
 - ACH e-checks; no fees
- Mail payment with check or money order to Office of the Bursar, 1090 South Drive, Clark Hall, IUP, Indiana, PA 15705

Installment Payment Plans

Students are billed by July 28 for the Fall semester with payment due August 20

For the Spring semester – Students are billed by November 28 with payment due December 20

IUP does offer three payment plans per semester. The plans and fees are:

- Four payment plan - \$50 Fee per semester
 - Fall semester - payments due on the 20th of the month
August - November
 - Spring semester – payments due the 20th of the month
December - March

Installment Payment Plans....continued

- Three payment plan - \$45 Fee per semester
 - Fall semester - payments due on the 20th of the month
September – November
 - Spring semester – payment due on the 20th of the month
January - March
- Two payment plan - \$40 Fee per semester
 - Fall semester - payments due on the 20th of the month
October - November
 - Spring semester – payments due on the 20th of the month
February - March
- Enrollment in the two payment plan is automatic if no payment is received
- The first payment includes the one-time per semester charge

Refunds

- Financial Aid refunds tentatively scheduled to be disbursed September 6, 2018
 - **Students eligible** for refunds should complete a direct deposit form through their MyIUP account. (Issued twice a week)
 - Paper checks mailed (Issued every two weeks)



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General Billing Information

- First bill for Fall 2018 estimated to be available July 28, 2018 and first bill for Spring 2019 estimated to be available November 28, 2018
- Bills are issued every month on the 28th of month.
- Payment due 20th of the following month.



Indiana University of Pennsylvania

Important Information

- **Student Record Release Authorization**
 - Allows the student to designate individuals to whom educational record information can be released. ([Academic , Registration, Housing, Financial Aid, and Bursars Records](#))
 - Students responsibility to provide each person listed with BOTH the security keyword and security phrase they list. Designated individuals will need to know both in order to access your educational record information.

Additional Information

- 1098T form must be printed from ECSI website
 - Email notification to request electronic 1098T; otherwise mailed
 - Check with tax preparer for eligibility
 - Further information about 1098T visit www.ecsi.net/1098t
- Refund policy available on web at www.iup.edu/bursar

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Questions



- *Thank you for your time!*

