

WELCOME TO YOUR Kenai Peninsula College PAYMENT PLANS!

Kenai Peninsula College and the University of Alaska payment plans make it easy to plan, budget and pay tuition payments on-time, and interest free. Students and authorized users can enroll in an available plan and make payments via direct debit from your bank account or by using Visa, MasterCard, Discover or American Express.

Payment plans are available to University of Alaska, degree seeking and non-degree seeking students. Enrollment is based on your admitted Campus.

At the UAA campuses (Anchorage, Soldotna, Homer, Mat-Su, Kodiak and Valdez), a non-refundable \$75 plan enrollment fee plus a down payment equal to one monthly installment are required at the time of enrollment.

Your Payment Plan Options:

You can enroll now in a payment plan available for the semester. Enroll early to spread your balance across the largest number of monthly installments available.

Payments can be made from your bank account (Electronic Check / ACH) or using a Credit / Debit card.

All payment plans have a \$75 enrollment fee. Late payments are subject to a \$25 late payment fee.

Payment Plan Details:

5 Payment Plan: Available for enrollment 08/03/2020 – 08/31/2020

- 1st Payment: 1/5 (20%) of balance plus \$75 enrollment fee due upon enrollment
- 2nd Payment: September 10,2020
- 3rd Payment: October 10,2020
- 4th Payment: November 10,2020
- 5th Payment: December 10,2020

4 Payment Plan: Available for enrollment 09/01/2020 – 09/30/2020

- 1st Payment 1/4 (20%) of balance plus \$75 enrollment fee due upon enrollment
- 2nd Payment October 10, 2020
- 3rd Payment November 10, 2020
- 4th Payment December 10, 2020

3 Payment Plan: Available for enrollment 10/01/2020 – 10/31/2020

- 1st Payment 1/4 (20%) of balance plus \$75 enrollment fee due upon enrollment
- 2nd Payment November 10, 2020
- 3rd Payment December 10, 2020

Any student who remains enrolled and has not paid in full or signed up for a payment plan by the dates above could be assessed up to \$300 in late payment fees.

Note:

- Enroll in either the 5 or 4 payment plan prior to 14 September 2020 to avoid the \$125 late payment fee.
- If you are not enrolled in either the 5 or 4 payment plan but enroll in the 3 payment plan prior to 2 November, 2020 you will avoid the \$175 late payment fee.

How to sign up for Payment Plans – Students

1. Login to UAOnline,
2. Select Student Services and Account Information
3. Select Student Account
4. Select Account Detail for Term (Semester) / Pay Term Balance / Payment Plan Setup
5. Select a Term
6. Read Payment Information / Check Acknowledgement box / Select Pay Now, you will now be logged into the University of Alaska Payment Center (TouchNet)

From here you will be able to enroll in any available payment plan for which you are eligible that semester. Please find details instructions below.

Note: If this is the first payment plan enrollment, it is recommended students view their Personal Profile and add a preferred email, otherwise emails are only sent to school assigned “alaska.edu” email addresses.

How to sign up for Payment Plans - Parent or Authorized Users

Only Students can grant a family member or third-party access to view charges, make payments and setup a payment plan on their behalf, by following the steps below.

1. Login to UAOnline,
2. Select Student Services and Account Information
3. Select Student Account
4. Select Account Detail for Term (Semester) / Pay Term Balance / Payment Plan Setup
5. Select a Term
6. Read Payment Information / Check Acknowledgement box / Select Pay Now, you will now be logged into the University of Alaska Payment Center (TouchNet)
7. Select the Authorized Users link under My Profile Setup
8. Select Add Authorized User tab
9. Enter the email address of your authorized user.
10. Answer the question regarding access to view your payment history and account activity (Yes/No)
11. Select Continue
12. An automated email including a link, username and temporary password will be sent. Your authorized user will use this information to log in and set up his/her profile.
13. After set up, all authorized users making tuition payments on your behalf will access the system directly through the dedicated Authorized User access.

Note: Family members or Authorized users will not have access to invoices or payment options until they are added to your account. In accordance with FERPA, this does not allow the authorized user to view the student’s academic records, course schedule, or other personal information from this access.

Payment Plan Enrollment Step-by-Step Instructions:

Enrolling in a Payment Plan

During the enrollment period for payment plans, follow the instructions below:

1. Login to UAOnline,
2. Select Student Services and Account Information
3. Select Student Account
4. Select Account Detail for Term (Semester) / Pay Term Balance / Payment Plan Setup
5. Select a Term
6. Read Payment Information / Check Acknowledgement box / Select Pay Now, you will now be logged into the University of Alaska Payment Center (TouchNet)
7. Click Enroll in Payment Plan button
8. Select the Term
9. Select an available plan
10. Click the Green Select button
11. You will see a summary of charges and credits that are eligible for the plan
12. You will also see a Payment Schedule which shows payment amounts and due dates.
13. Click the Green Continue button to enter payment method for scheduled payments.
14. In the Payment Method list, select the preferred payment method.

Payment Method Options:

Electronic Check / ACH Payments (Checking/Savings)

You will be required to enter your banking information (Account type, Routing number and Bank account number)

1. Select the Green Continue button
2. Read the ACH agreement and select the, "agree to the above terms and conditions" box
3. Select the Green Continue button.

Credit or Debit Card via PayPath

Viewing and agree to the terms and conditions of the Payment Plan.

1. Read the agreement, select the, "agree to the terms and conditions" box
2. Select the Green Continue button. You will then be forwarded to the PayPath Payment Service.
3. Select the Green Continue button. Your payment amount information will be displayed
4. Select the Green Continue button
5. Enter your payment card information
6. Select the Green Continue button
7. Review your payment transaction
8. Select the Green Continue button. A PayPath receipt will be displayed for you to print and a confirmation email will be sent to you.

Previously stored information

If you have previously stored payment information to your profile, you can select that method of payment.

1. Read the agreement, select the, "agree to the terms and conditions" box
2. Select the Green Continue button, and follow the prompts.

Since scheduled payments are required, the \$75 enrollment fee will be charged immediately, and monthly payments will automatically post on the due dates listed.

Additional charges, adjustments or payments on the student account that occur after enrollment in a payment plan may result in an adjustment to your plan. If this occurs, an email will be sent explaining the effect on the payment plan amounts.

FAQ:

What are the payment plan options?

Choose between a 5-month plan, 4-month plan or 3-month plan

What are the enrollment dates for the payment plan?

Based on the selected plan you can enroll up to Oct 31, 2020

What payment methods can I use when enrolling in my payment plan?

You can via ACH / Electronic Check (direct debit from your bank account)
Credit or Debit Card
Previously stored payment method

What fees are charged for enrolling in a payment plan that I am eligible for?

Enrollment fee = \$75.00 Late fee = \$25.00

Does University of Alaska / Kenai Peninsula College charge a credit card service fee if I use my credit card to enroll in a payment plan?

Yes – A non-refundable service fee of 2.85%

Can I pay by cash if I signed up for a payment plan?

Initial payment must be made via one of the established payment methods previously mentioned.
Subsequent payments can be made through any accepted method of payment. Any payment you make will go toward your next plan installment.

Can I still enroll in a plan if I have financial aid? How does that affect my plan?

At enrollment, the payment plan is calculated on the balance owed after all payments and/or financial aid credits are deducted from the amount due. Financial aid awarded after the initiation of the plan reduces all installments equally.

When will my payment post to my student account?

Your payments are posted immediately as soon as a payment is processed successfully.

Why do I see an amount due for an installment I already paid?

Installments reopen if their due dates have not passed and you have new charges on your student account.

The payment plan is set up to pay your charges for a number of items, such as tuition, fees, (and books, if you have financial aid). Any time you have new charges for those items, your payment plan installment amounts will increase.

Any time you have payments or other new credits toward those items, your installment amounts will decrease.

Balances on your account recalculates overnight. If you do not see changes right away, check your account again in 24 hours.

Please note that payment plans prevent you from making another payment on the same day to prevent overpayment or double payment.

An email notification is sent following each recalculation reflecting the new payment amount. You will also receive a reminder email that your monthly installment is due 3 days prior to the installment due date.

Can my family or other authorized users have access to my Student Account?

Students may setup authorized users to view their billing information and/or their student bill on his or her behalf. Please note that, in accordance with FERPA, this does not allow the authorized user to view the student's academic records, course schedule, or other personal information. Authorized users may view student account activity, make payments, and set up payment plans.

What if I no longer want to attend classes after registration?

You have to withdraw formally from classes. Contact the Kenai Peninsula College at (907) 262-0303 to ensure that you are no longer enrolled and that you are removed from your payment plan. Please do not assume your registration and/or payment plan will be automatically dropped/cancelled for non-payment.

Who do I call with payment plan questions?

You may call Kenai Peninsula College, Student Accounts at (907) 262-0303.