



Summer 2009 Payment Information

Once registered by the Summer Sessions Coordinator, non-matriculated students will receive a bill from Pacific Lutheran University. Payment may be made as follows:

- Payment may be made in the form of cash; personal, business or cashier's check; money order; international wire; or debit or credit card.
- VISA, Mastercard, or Discover credit card payments may be made by telephone 24 hours a day on the PLU Business Office **secured line at 253.535.8376**.
- Payments by mail should include your billing statement payment stub and be sent to Pacific Lutheran University, Attn: Business Office Cashier, Tacoma, WA 98447. Checks should be made payable to Pacific Lutheran University. Please do not mail cash.
- Payments can also be made in person at the PLU Business Office, located in Hauge Administration Building, Room 110.
 - A \$30 fee is charged on all checks returned due to non-sufficient funds.

Financial Obligation

- It is understood that all students have familiarized themselves with the University Catalog. Registration with the University obligates students for payment of all tuition and fees. All students are required to sign a payment contract with the University.
- Summer tuition and fees are due on or before the first day of the term in which the classes begin. Failure to pay by the established deadlines will result in a financial hold being placed on the student account and interest of 1.5% being charged on the outstanding balance.
- Student accounts that are 60 days delinquent from the due dates may be referred to a third-party collection agency. All collection costs, attorney fees, and interest incurred and allowable under Federal and Washington State statutes will be charged to the student by the collection agency and are the responsibility of the student to pay.

—→ **Registration must be withdrawn in writing through the Student Services Center.** ←—

Contact the Student Services Center for question regarding your student account at 253.535.7161 or 800.678.3243, or access account information via Banner web at www.plu.edu.

Interested in becoming a full-time PLU student?

Contact the PLU Admission Office at 1.800.274.6758 for an application or send in a request by fax at 253.536.5136 or e-mail at admission@plu.edu or visit our home page at www.plu.edu.