
PAYMENT POLICIES/BUSINESS OFFICE

Registration is considered incomplete if student does not take registration form to the Business Office and complete the financial part of registration. **If this step is missed, student's classes will be cancelled.**

INTEREST FREE DEFERRED PAYMENT PLAN FEES: www.watkins.edu/payment

Bank drafts:	\$100 per Semester
Credit card drafts:	\$150 per Semester
Non-Sufficient Funds fee:	\$30
Credit card use fee:	\$100 (for any charge of \$3000 or more)

Authorization signature and void check is required for Bank Draft.

Authorization signature and credit card # is required for Credit Card Draft.

Financial Aid, Scholarships, and Grants will be taken into consideration before calculating payments.

Fall - Returning Students with early registration in Spring payment plan: (3 options)

1. No payment at time of registration in Spring unless choose to.
Student will receive statement in July for payment in full by given date in August.
2. ½ payment at time of registration with balance due by given date in August.
3. Deferred payment plan (bank/credit card draft) with ¼ payment at registration or by given date in August and ¼ drafted Sept. 15, Oct. 15, and Nov. 15.

Important Note: If Fall balance is not paid or payment plan in place by given date in August, classes will be cancelled.

Fall - New Students & Late Returning Students Registration payment plan: (2 options)

1. Payment in full at time of registration in August.
2. Deferred payment plan (bank/credit card draft) with ¼ payment at registration in August and ¼ drafted Sep.15, Oct 15, and Nov. 15.

Spring - Returning Students with early November Registration payment plan: (3 options)

1. Payment in full at time of registration in November.
2. ½ payment at time of registration in November with balance paid before classes start in January.
3. Deferred payment plan (bank/credit card draft) with ¼ payment at registration in November and ¼ drafted Jan. 15, Feb. 15, and Mar. 15.

Spring - New Students & Late Returning Students Registration payment plan: (2 options)

1. Payment in full at time of registration in January.
2. Deferred payment plan (bank/credit card draft) with ¼ payment at registration in January and ¼ drafted Feb. 15, Mar. 15, and Apr. 15.

MayMester - Payment Plan: Total due the day of registration or before classes start in May.

Summer – Payment Plan: (2 options)

1. Payment in full at the time of registration
2. ½ at time of registration with balance paid before classes start in June.
3. 1/3 on 5/15, 6/15, and 7/15

Payments and Payment Plans can be set up online at www.watkins.edu/payments.