



**LOCK  
HAVEN  
UNIVERSITY**

STUDENT FINANCIAL  
SERVICES  
118 RUSSELL HALL  
LOCK HAVEN, PA 17745-0431

# LOCK HAVEN UNIVERSITY

## STUDENT BILL

FA 2009

Student ID#: \_\_\_\_\_

Date: 08/05/2009  
 Due By: 08/24/2009  
 If not paid by this date, a late fee may be applied.  
 Pay This Amount: 4,159.95

Total Remitted \_\_\_\_\_

Send Payments To: LHU-SSHE  
 P.O. Box 951688  
 Cleveland, OH 44193

Send scholarships and  
 other correspondence to:  
 118 Russell Hall  
 Lock Haven, PA 17745

**Make Checks Payable to: LOCK HAVEN UNIVERSITY**

*Please Detach and Return Top Portion.*

*Please read the information on the back of this bill.*

Name: \_\_\_\_\_

Student ID#: \_\_\_\_\_

\*\*\*\*\* PLEASE READ \*\*\*\*\*  
 > View your schedule and verify its accuracy on the web at [www.lhup.edu](http://www.lhup.edu),  
 > Current Students, Registration and Financial Aid, Student Log-in.  
 > You need your student ID number and PIN. Set options to the correct session  
 > and year; select "Student Schedule." New students may make schedule changes  
 > at the beginning of the semester; upperclassmen may make changes through the  
 > drop/add period. Refer to the Academic Calendar at [www.lhup.edu](http://www.lhup.edu), Current  
 > Students, Registration, Fall (2009) Academic Calendar for important dates.  
 > -----  
 > Need help understanding this bill? Click on the "Sample Student Bill" link  
 > at [www.lhup.edu/financial-services/billing-payment.htm](http://www.lhup.edu/financial-services/billing-payment.htm) for more information.  
 \*\*\*\*\*

Charges	Assessed	Financial Aid	Awarded	Applied
Technology Tuition Fee	103.00	Stafford Unsu	2,750.00	2,708.75
Educational Services Fee	277.70			
Health Services Fee	50.00			
Meal Plan	1,344.00			
Residence Hall Charge	1,824.00			
SCC Activity/Concert Fee	172.00			
Student Facilities Fee	205.00			
Tuition-Pa UNDG Main	2,777.00			
Flex Account	200.00			
Housing Deposit	-100.00			
Transportation Fee	16.00			

-----  
 Total charges assessed 6,868.70 Total Aid 2,750.00 2,708.75

Previous Balance	0.00	+	Charges Assessed	6,868.70	-	Aid Applied	2,708.75	-	Cash Payments or TMS Credits	0.00	=	Balance Due	4,159.95
------------------	------	---	------------------	----------	---	-------------	----------	---	------------------------------	------	---	-------------	----------

# Guide to the Student Bill

**Please Note:** The items below correspond to the numbered items on the sample bill above. For further explanation regarding the information on your bill, be sure to read side two of the bill.

## 1. Send Payments To

In this section of the bill, students are told where to send their check payments. LHUP contracts this service to a third party who processes student payments. Student can also make payments by cash or check at the Student Financial Services Office, Russell Hall Room 123. Office hours are M-F 9:00 to 4:00 pm. Payments being submitted without the remittance portion of the bill should be paid directly to the Student Financial Services Office. **To make an online payment (using MasterCard, Discover, or E-check), log on to the student information system as you would to view your class schedule.** Next, click the student payments tab on the left side of the screen. New students will receive more information about how to log on to this system.

## 2. Comments Section

In this section, students are advised of important points. Currently students are advised to review their schedule for accuracy and told where to find additional information about the bill.

## 3. Charges/Assessed

Charges include fees, tuition, room and board expenses, and other necessary fees. Most of these charges are based on the number of credits for which you are registered. If you add or drop classes, a change will occur in this section of the bill. If you have already made a payment on your account, it will appear in this section as a negative number and will be deducted from the total charges. **Student fees are mandatory for all students; they are not negotiable.**

## 4. Previous Balance

This is the balance remaining from any previous semester.

## 5. Due By

This is the date on which your bill is due. Due upon receipt means that your bill is currently due and should be paid immediately. **If your bill is not paid by this date, you will most likely incur a late fee.** If the account remains past due, a hold will be placed on the account preventing the student from registering for additional classes and from obtaining copies of transcripts.

## 6. Financial Aid Awarded

This is the financial aid the student was awarded, including grants, scholarships, and loans. **If you have written confirmation of awards not reflected on your student bill, deduct the amount from the balance due and provide the Student Financial Services Office with a copy of the confirmation letter.**

## 7. Financial Aid Applied

This amount has been deducted from the total charges assessed. **If you have written confirmation of awards not reflected on your student bill, deduct the amount from the balance due and provide the Student Financial Services Office with a copy of the confirmation letter.**

## 8. Balance Due

This is the total amount that the student is responsible for paying. **If this amount is negative, it is the anticipated amount that will be refunded to the student;** however, if any financial aid awards or charges change, the final refund amount may be affected.

## 9. TMS Credits

This is the amount of the budget that has been set up if the student is participating in the Tuition Management Systems (TMS) Monthly Payment Plan and this amount will be deducted from your bill. This is a projected amount the student will pay to TMS by the end of the semester. If a student does not follow through with the payments, the plan will be cancelled and the remaining portion will be due immediately. If you still have a bill, even after your payment plan has been applied to your bill, you might want to increase the amount of your plan so that it completely covers the bill. **For more information about the TMS Monthly Payment Plan, visit [www.afford.com/lhup](http://www.afford.com/lhup) or call 1-888-216-4268.**