STUDENT ACCOUNT PAYMENT OPTIONS

It is the policy of Hannibal-LaGrange University that all charges for tuition, fees, and room and board are due and payable in full at the beginning of each enrollment term.

If a student has a balance that their financial aid package does not cover, there are two options for payment.

Payment in Full

Payment in full may be made in the following manner:

Student Self-service. Your login to self-service has been sent to the personal email we have on file. You may use Mastercard, Visa, Discover, or American Express to pay your balance (a convenience fee will be assessed) or you may use an E-check at no additional charge.

In person in the Business Office via cash, credit/debit card (convenience fee), or check

Mail a check to: Student Accounts, Hannibal-LaGrange University, 2800 Palmyra Road, Hannibal MO 63401 made payable to HLGU.

Phone payment by calling Student Accounts at 573-629-3055 via debit/credit card (convenience fee)

Monthly Payment Plan

A monthly payment plan is also available on student self-service allowing payment of each semester's balance throughout the semester. The payment plan may be divided into a maximum of 5 payments. The number of payments will be partially determined by the date on which you enroll in the program. Because the payment plan is not a loan program, there is no debt incurred and there is no credit search. There is also no interest or finance charge assessed on the unpaid balance. There is a $50 per-semester enrollment fee to participate in the program. Students who enroll in a payment plan for two or three months will be expected to pay a 10% down payment along with their $50 fee for setting up the plan.

Payment Plan Enrollment Deadlines

Semester	Enrollment Begins	5 Payment Deadline	4 Payment Deadline	3 Payment Deadline	2 Payment Deadline
Summer	April 1	N/A	April 1	May 1	June 1
Fall	April 1	July 1	August 1	September 1	October 1
Spring	November 1	December 1	January 1	February 1	March 1

SETTING UP PAYMENT PLANS

Steps to set up your payment plan:

1. Go to hlg.edu and hover over About HLGU.
2. Press MYHLGU and choose Student.
3. On the following screen choose Self-Service.
4. Once logged in, press student finance and then payment plan (*Do not press make a payment*).
5. It will navigate you to a third-party website where you will press login. Log in to your profile and then select enroll in a plan.
6. You may need to sign up if you have not had a payment plan before. Make a profile and then select enroll in a plan.
7. Go through the four steps using the last seven of your ID number. Choose your plan and make your $50 enrollment fee payment.

For further questions call student accounts 573-629-3055.

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