



Payment Options Available to Non-residential and Online Students

All charges are due the first day of each term. Arrangements or payment for the full amount must be made by the first day of the term.

Students utilizing Financial Aid and Military Benefits

Automatic payment deferments will be granted to students who have been awarded financial aid or have certified military benefits to cover the entire balance. However, if these benefits do not cover the balance 100%, the student is responsible for the difference by the first day of the term (see options below).

Students are required to complete all necessary paperwork and finalize financial aid award or military eligibility to utilize this option.

Financial Aid can be reached at cps.faooffice@doane.edu or by calling 402-466-4774

Military Benefits can be reached at veterans@doane.edu or by calling 402-466-4774

Students utilizing Employer Tuition Reimbursement

Students who receive tuition reimbursement in full may defer their payment until receiving their employer reimbursement by enrolling in a payment plan through Nelnet Business Solutions. This can be found by logging into WebAdvisor at doane.edu/wa. This is an interest-free plan. Nelnet charges a non-refundable \$10 fee to defer payment in full for 60 days after grades are posted each term. Students will be required to make full payment arrangements each term. Students can choose the deferred payment plan or they may set up monthly installments or make payment in full prior to the first day of the term (see options below).

Some companies provide tuition payment directly to Doane University by issuing a credit voucher. Students using company vouchers are *not* required to enroll in a payment plan through Nelnet Business Solutions, as outlined in the above paragraph. There is no additional student cost related to this type of payment arrangement. These vouchers authorize Doane University to bill the company directly for the student's tuition and fees. The vouchers must be received by the Student Account Office no later than the first date of the term. New vouchers are required for each term.

Self-pay Monthly Installment Payment Plan

An online installment plan is available through Nelnet Business Solutions. This can be found by logging into WebAdvisor at doane.edu/wa. Short-term plans are available for a one-time charge of \$25. Payments are charged on the 5th or the 20th of each month, and you can choose either free e-check withdrawals from a checking/savings account, or payment with a American Express, Discover, Mastercard or Visa credit card, subject to the 2.75% convenience fee.

Other self-pay options

All payment types listed are accepted online by logging into WebAdvisor at doane.edu/wa, or in person at the Crete, Grand Island, Lincoln or Omaha campuses. Cash is not accepted.

- **Check:** Checks can be made payable to Doane University and mailed to the Business Office, 1014 Boswell Avenue, Crete, NE 68333. Please indicate the student's ID number on the memo line of the check.
- **eCheck: Payment can be made online by e-check.** There is no convenience fee for this service.
- **Credit Card: Payment can be made online by credit or debit card.** American Express, Discover, MasterCard and Visa are accepted. A convenience fee of 2.75% will apply.

If full payment or payment arrangements have not been made by census day of each term, the student account will be subject to late fees. A hold will also be placed on the student account to prevent further registration or release of transcripts. To view the complete payment policy for College of Professional Studies, please visit <http://www.doane.edu/about-doane/offices/business-office/online-bills>. If you have any questions or need assistance, please don't hesitate to contact the business office at 800-333-6263 or by email at studentaccounts@doane.edu.