

DARTMOUTH D-PAY

Electronic Billing and Payment System

Payment Plans for Students and Parents/Other Payers

Last updated: June 2, 2023

Announcement

THIS IS A TEST SYSTEM.

Welcome to D-Pay!

D-Pay's automated E-mail messages are now easier to read (HTML) with our logo at the top of every message.

Security Updates: 1. Add your mobile number to your Personal Profile. You'll receive text alerts when changes are made to your account. 2. Add your mobile number or an alternative E-mail address to your Security Settings. When you make changes to your account, D-Pay will send a unique code by text/E-mail. You will enter that code into D-Pay to save your changes. These alerts and codes are designed to protect your information. Read more about these settings in our new [step-by-step](#) guide.

Please use the [Payment Explanation Form](#) to let us know when you are deducting additional financial aid or other credits from your current statement balance.

Student Account

ID: xxx27K4

Balance \$21,228.00

[View Activity](#) [Enroll in Payment Plan](#) [Make Payment](#)

Statements

Your latest eBill Statement (5/1/23) Statement : -\$1.00 [View Statements](#)

My Profile Setup

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Step 1: To enroll in a payment plan, click on the “Enroll in Payment Plan” button on the home page. A student or an authorized user may enroll in a payment plan, but there may be only one payment plan per student account.

Note: The payment plan is dynamic. At the time of enrollment, the plan takes into account estimated or pending financial aid. However, it will recalculate daily (with some exceptions) to keep up with transactions on the account posted after plan enrollment. While this adds some complexity, it ensures that your payment plan will be aware of transactions that occur after initial enrollment. See the important note on recalculation on the last page of this guide.

Payment Plan Enrollment

The screenshot shows the 'Payment Plan Enrollment' process with three steps: Select, Schedule, and Agreement. The 'Select' step is active, showing a dropdown menu with 'Select Term' and 'Spring 2023' as options. A 'Select' button is visible next to the dropdown.

Step 2: Select the term by highlighting it and then click on the “Select” button. You will always select the term that matches your newly issued bill.

Note: The payment plan is for one term (“Summer 2023”). Students and families decide for which terms they would like to be enrolled. This feature is especially helpful for the unique enrollment pattern of undergraduate students. Enrollment for the plan begins on the day that term’s bill is posted in D-Pay. **To avoid late charges, please pay your balance or enroll in a payment plan on or before the due date of the bill for the given term.** After the bill due date, you may incur late charges if you decide to enroll in a plan.

Undergraduate students: You will see your plan in D-Pay.

Graduate and professional school students: Please contact the [Campus Billing and DartCard Services](#) office to gain access to your program’s payment plan.

International students: You may enroll in a payment plan. To pay your installments through D-Pay, you must have a US-based bank account. You may also simply view your installments in D-Pay and make your payments via [Flywire](#) or via bank wire.

Note: If you have a balance due from a previous term, you may not be permitted to enroll in a payment plan for the next term. This could be a new charge that was added to the account at the end of a prior or current term. Call our office (603-646-3230): You may then make your payment in D-Pay. We will ensure that it is applied to the current term’s balance. This will clear the way for enrollment in the next term’s plan. If you have no charges with balances (due to prepayment or financial aid), you may not be permitted to enroll in a payment plan. Enrollment in the payment plan ends when the balance on the account is zero.

Payment

Select a

Plan Name

8.7 202303 6-2-20

8.7 202303 6-2-2023

202303 TN 8.7 testing 6-2-2023 adding SUP1 to Velma

Term(s):	Spring 2023
Enrollment deadline:	6/2/23
Scheduled payments:	Optional
Setup fee:	\$25.00
Eligible charges and credits:	\$21,253.00
Required down payment:	\$0.00
Due at enrollment:	\$0.00
Number of payments:	2
Installment payments:	\$10,626.50
Payment frequency:	Fixed Dates

Cancel

Select

Details

Select

Step 3: Click on the "Details" button to see a summary of the plan or click on the "Select" button to continue the enrollment process. You will see a summary of the plan next.

Please review your payment schedule carefully before completing your enrollment. Also, please note that amounts listed on this page may include account activity that is more recent than any billing statement you might have received. In the [Account Activity page](#), you can review all recent charges and credits to your account.

Plan Description

202303 TN 8.7 testing 6-2-2023 adding SUP1 to Velma

Eligible Charges and Credits

Description	Charges(\$)	Credits(\$)
Fees	581.00	
Tuition	20,647.00	
Payment plan setup fee	25.00	

Balance: **21,253.00**

Optional down payment

[Update Schedule](#)

Payment Schedule

The payment plan schedule provided below only includes charges and credits that are eligible for the payment plan. Any additional amounts owed as reflected below will need to be paid separately. You may make a payment toward the amount not included in the plan after enrolling in the plan.

You owe an additional **\$0.00**

Installments	Due Date	Amount(\$)
Installment 1	7/1/23	10,626.50
Installment 2	8/1/23	10,626.50
Total of installments:		21,253.00

Set up Automatic Payments

Would you like to set up payments to be made automatically on the dates shown above?

- Yes, I want to set up my payments. Let me choose the payment method that will automatically be used to make a payment on each due date.
- No, I don't want to set up payments. I will come back and make each payment on or before the due date.

[Back](#) [Cancel](#) [Continue](#)

Step 4: Review the plan. Most undergraduate and graduate and professional school student plans consist of three payments due on fixed dates throughout the term. In order for a student to “check in” for a future term (a required online process to confirm attendance), a prior term’s payment plan must have been paid in full. There is a \$25 setup fee to enroll in a payment plan for each term. Click on the “Continue” button.

Review the charges/credits and the installment due dates. Virtually all charges are eligible for the plan. You will see them summarized here by category. The detail may be viewed by clicking on “My Account” and then “Account Activity” at the top of the page (not shown). In this simple example above, there are no credits. If there were estimated aid (pending loans and scholarships scheduled to be disbursed to the account), it would be listed as a credit here. The payment plan takes these credits into account so that the plan includes only the final dollar amount owed, after taking into account the estimated aid.

Note: You may choose to make a down payment at the time of enrollment. With a down payment, the three subsequent payments will be lower. The down payment is optional.

Outside scholarships: If you are enrolling in a payment plan, have an outside scholarship, and would like the outside scholarship to be reflected in your plan, please E-mail [Campus Billing and DartCard Services](#). Your scholarship will be entered; this will lower the amount to be covered by your payment plan.

Set up Automatic Payments

Would you like to set up payments to be made automatically on the dates shown above?

- Yes, I want to set up my payments. Let me choose the payment method that will automatically be used to make a payment on each due date.
- No, I don't want to set up payments. I will come back and make each payment on or before the due date.

Back

Cancel

Continue

Step 4 (continued): Review the payment schedule and amounts and consider setting up automatic payments. Click on the "Continue" button.

If you choose to schedule all of your payments, the "select payment" screen will be displayed next. After you choose your payment method (your named checking/savings account) and continue, you will then see a payment plan agreement.

Note: The due dates vary by term and plan and are relative to the academic calendars. The due dates may fall on weekends or holidays. You may schedule individual payments by clicking on the "Payment Plans" button on the top of each page or by clicking on the "Make Payment" button, even if you choose "No" on the automatic payments question above. This gives you the opportunity to make your installment payments on time even if you are unable to access a D-Pay on a due date, all without having to commit to automatic payments for all of the plan's installments.

Payment Plan Agreement

You must accept this agreement to enroll in this payment plan. You will need to scroll through the agreement and select the checkbox to continue.

Please read the following agreement carefully before you continue.

School Name: ("School") Dartmouth College
School Address: Campus Billing and DartCard Services
6132 McNutt Room 103
Hanover, NH 03755

FEDERAL TRUTH IN LENDING ACT DISCLOSURES			
ANNUAL PERCENTAGE RATE	FINANCE CHARGE	Amount Financed	Total of Payments
The cost of your credit as a yearly rate.	The dollar amount the credit will cost you.	The amount of credit provided to you or on your behalf.	The amount you will have paid after you have made all payments as scheduled.
0.00%	\$25.00	\$21,228.00	\$21,253.00

Payment Schedule

Installment	Due Date	Amount
Installment 1	07/01/2023	\$10,626.50
Installment 2	08/01/2023	\$10,626.50
Total of installments:		\$21,253.00

PREPAYMENT: If I prepay in full or part, I will not have to pay a penalty. I will not be entitled to a refund of the prepaid finance charge.

Step 5: Review the agreement by **SCROLLING** through it. [You will not be able to accept the agreement until you have scrolled through it.] Check the "I Agree" box and then click on the "Continue" button. In this step, you agree to the terms of the payment plan. Your agreement may be different if you are making a down payment or if you are using a payment method for the first time.

CONTRACT REFERENCE: I should look to my Payment Plan Agreement for additional information about non-payment, default, any required repayment in full before the scheduled date, and prepayment refunds.

Itemization of Amount Financed

Description	Amount
Fees	\$581.00
Tuition	\$20,647.00
Total amount financed:	\$21,228.00
Prepaid Finance Charge Amount:	\$25.00
Setup fee paid to School	\$25.00
Principal Balance:	\$21,253.00

Payment Plan Agreement

In this Payment Plan Agreement ("Agreement"), the words "I" and "my" means the student, parent, or other person who has entered into this Agreement. The words "you" and "yours" means the School.

PROMISE TO PAY: I, **Velma R. Test**, promise to pay Dartmouth College the principal balance according to the payment schedule, each as identified above. I understand that **INSTALLMENT AMOUNTS MAY CHANGE** over time to account for any new charges, payments, or financial aid adjustments. If the installment amounts do change, I understand that I will be provided notice of such change.

PREPAYMENT: I may prepay this Agreement at any time in any amount without penalty. The prepaid finance charge will be fully earned at origination of the Agreement and will not be subject to refund upon any prepayment.

DEFAULT: I will be in default under this Agreement if I fail to make a payment when scheduled. If I am a California resident, I will be in default if I am more than ninety (90) days late on any installment.

RIGHTS UPON DEFAULT: If I default and after the School sends me any notice and opportunity to cure required by law, and I fail to cure, the School may at the School's option, do any or all of the following, to the extent permitted by applicable law: (1) accelerate my balance and require me to immediately pay the entire unpaid balance and/or undertake any other action as permitted by applicable law, (2) refuse subsequent registration for any classes and/or drop current classes, and (3) deny future enrollment in any payment plan.

NOTICE: ANY HOLDER OF THIS CONSUMER CREDIT CONTRACT IS SUBJECT TO ALL CLAIMS AND DEFENSES WHICH THE DEBTOR COULD ASSERT AGAINST THE SELLER OF GOODS OR SERVICES PURSUANT HERETO OR WITH THE PROCEEDS HEREOF. RECOVERY HEREUNDER BY THE DEBTOR SHALL NOT EXCEED AMOUNTS PAID BY THE DEBTOR HEREUNDER.

This agreement is dated 06/02/2023 14:49:38 PM EDT.
For fraud detection purposes, your internet address has been logged:
129.170.195.70 at 06/02/2023 14:49:38 PM EDT

To revoke this payment plan agreement you must contact campus.billing@dartmouth.edu.

Print and retain a copy of this agreement.

Please check the box below to agree to the payment plan agreement.

I agree to the payment plan agreement.

[Print Agreement](#) [Back](#) [Cancel](#) [Continue](#)

Step 5 (continued): After having **scrolled** through the agreement, check the "I Agree" box and then click on the "Continue" button. In this step, you agree to the terms of the payment plan. You may also print a copy of the agreement.

Payment Plans

Manage Plans

Plan History

You have successfully enrolled in 8.7 202303 6-2-2023.



You are enrolled in a payment plan for the current term.

8.7 202303 6-2-2023

Plan name	8.7 202303 6-2-2023	Payoff amount	\$21,253.00
Enrolled by	Velma R. Test		
Enrollment date	6/2/23		
Term	Spring 2023		

[View Agreement](#)

[Pay off Plan](#)

Installment	Due Date	Status	Payer	Payment Date	Method	Amount Due	Action
8.7 202303 6-2-2023 -- Installment 1 of 2	7/1/23	Unpaid				\$10,626.50	
8.7 202303 6-2-2023 -- Installment 2 of 2	8/1/23	Unpaid				\$10,626.50	

[Schedule All Installments](#)

[Pay Next Installment](#)

Success! Enrollment in the plan is complete. An E-mail receipt will be sent with details about the plan installment amounts and due dates.

You may schedule or pay an installment(s) by clicking on the gear icon next to each installment or "Schedule All Installments" or "Pay Next Installment" buttons. Once you have scheduled an installment payment, you may also "edit" or "delete" it.

You may view the payment plan installments, amounts, and due dates and make or schedule an installment payment at any time from the home page or by clicking on "Payment Plans" at the top of any page in D-Pay.

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Security Updates: 1. Add your mobile number to your Personal Profile. You'll receive text alerts when changes are made to your account. 2. Add your mobile number or an alternative E-mail address to your Security Settings. When you make changes to your account, D-Pay will send a unique code by text/E-mail. You will enter that code into D-Pay to save your changes. These alerts and codes are designed to protect your information. Read more about these settings in our new [step-by-step](#) guide.

Please use the [Payment Explanation Form](#) to let us know when you are deducting additional financial aid or other credits from your current statement balance.

Add funds to your [DASH Discretionary Account](#).

Students: Please authorize your parents/other payers to view and pay your bills.

New to D-Pay? Click for [step-by-step instructions](#).

Protect your investment: Enroll in the [optional tuition insurance](#) plan for undergraduates and their families.

Student Account ID: xxx27K4

Balance \$21,253.00

[View Activity](#) [Make Payment](#)

Payment Plans

8.7 202303 6-2-2023 \$21,253.00

Description	Due Date	Amount	Action
Installment 1 of 2	7/1/23	\$10,626.50	+
Installment 2 of 2	8/1/23	\$10,626.50	+

[Schedule All Installments](#) [Pay Next Installment](#)

Balance Not Included in Plan \$0.00

Statements

Your latest eBill Statement (5/1/23) Statement: -\$1.00

[View Statements](#)

My Profile Setup

- [Authorized Users](#)
- [Personal Profile](#)
- [Payment Profile](#)
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- [Electronic Refunds](#)

You will now see a “Payment Plans” section on the home page. The student account balance should equal the amount of the payment plan.

Any payment that is made to the student account applies to the installments sequentially (the first payment applies to the first installment), including partial payments. Changes to financial aid/scholarships are applied proportionally (an increased aid package will result in lower installment payments rather than completely paying off the first installment).

An important note about recalculation: The payment plans are recalculated nightly. This means that the installment amounts may change as the student account balance changes (due to new charges, new payments, reversed charges, reversed payments, financial aid changes, and so on). The tight integration between payment plan and the student account enables you and your family to always know exactly what you owe and when it is due. The D-Pay system will send E-mail notices when the installment amounts go up. Recalculation will occur up to 14 days before an installment is due. The pause in recalculation around installment due dates ensures that you can be confident of the installment amount due, regardless of changes in the student account at that time. The [Campus Billing](#) staff will gladly walk you through your account or your student’s account so that you understand how a given installment is calculated.