

INVESTING IN YOUR **STRONG** FUTURE.



[MEREDITH.EDU/ACCOUNTING-DEPARTMENT](https://meredith.edu/accounting-department)

MEREDITH
COLLEGE

GOING
STRONG



INVESTING IN YOUR STRONG FUTURE.

Attending college is an **investment in your future**, and we're thrilled you've found a place to help you **Go Strong**. With a college education, you'll be more likely to receive employer-provided benefits, participate in civic and volunteer opportunities, and earn more throughout your lifetime. A recent study found that the **median earnings for individuals with bachelor's degrees are 59% higher** than those of high school graduates.

At Meredith, we know that the type of college education you receive also makes an impact. That's why we take a strengths-based approach to help you **discover what you're made of**. You'll identify your strengths and apply them to your studies, experiences, career planning, and finances. Our students graduate knowing what makes them strong and prepared to lead the life and career they envision. In fact, **96% of recent alumnae said they were well prepared professionally** as a result of their Meredith experience.

We've developed this packet with a sample bill to help you through the billing process and to ensure **you're ready to start strong this semester**.

IF YOU HAVE ANY QUESTIONS ABOUT YOUR BILL, PLEASE CONTACT US:

Accounting Office

140 Johnson Hall

3800 Hillsborough Street, Raleigh, NC 27607

(919) 760-8363 | accounting@meredith.edu

meredith.edu/accounting-department



Scan this QR code to watch a video on how to pay your bill.

WHAT YOU'LL FIND IN THIS PACKET.

1

INSTRUCTIONS ON REGISTERING YOUR ACCOUNT

Learn how to **register your PayMyTuition account**.

2

INSTRUCTIONS ON ADDING AN AUTHORIZED USER

Learn how to **add authorized users**.

3

PAYMENT INSTRUCTIONS

Learn how to **access the PayMyTuition portal to view and pay your bill**.

4

PAYMENT PLANS

Learn **what payment plans are available** and **how to enroll**.

5

SAMPLE BILL

View a **sample bill to know what to expect**.

*Please note this is **not** your official bill.*

FAQs

What is Student Self Service and how do I gain access to it?

Student Self Service (mcis.meredith.edu) allows students to view account activity by term. Students can access Student Self Service once they have been assigned a NET ID and password from Technology Services and have registered for classes.

Where can I view and pay my bill?

Log in to your Student Self Service, click on the Financial Information tab, and then click on Make a Payment – PayMyTuition. You will be redirected to **PayMyTuition.com**. Here, you will be able to view your bill, make a payment, and enroll in a payment plan.

What is PayMyTuition?

Meredith College has partnered with PayMyTuition, a payment processing platform. Here, you can view your billing statements and account activity, set up an authorized user(s), make payments, and enroll in a payment plan. With PayMyTuition, you can pay from any bank, in any country, and in any currency.

When will my bill be available online?

The fall semester bill will be available online through Student Self Service/PayMyTuition on or around **July 5**. Students who pre-register for the spring semester will be able to view the billing statement on or before **November 10**. If you register after these dates, your billing statement will be available within the next business day following registration.

What are the tuition due dates for pre-registered students?

Students are billed by semester.

- **Fall bills** are due **August 1**.
- **Spring bills** are due **December 1**.

Why am I being charged for medical insurance on my bill?

All students must enroll in Meredith's BCBS insurance or **opt out by completing a waiver** with their personal insurance information. Please visit meredith.edu/health-services for information on how to waive medical insurance.

What payment methods are available?

- **Debit/Credit card:** access online through Student Self Service (convenience fee applies) *Cards are currently not accepted in the Accounting Office.*
- **ACH/bank draft:** access online through Student Self Service (no fee to pay via ACH/bank draft).
- **Mail a check to:**
Meredith College
Accounting Office
3800 Hillsborough Street
Raleigh, NC 27607

Please be sure to include the Student ID number on the check.

How can I make an online payment to the student account without access to Student Self Service?

You can make an online payment to the student account through **officialpayments.com**. There is no log in required. You only need the student's name, ID#, and the amount you wish to pay. You can use a Debit/Credit card (convenience fee applies) or ACH/bank draft (no fee) to pay.

What payment plans do you offer?

In order to allow you to divide your semester bill into monthly installments, we offer an interest-free payment plan. **A non-refundable fee of \$35 is due upon enrollment in the plan.** Students must re-enroll each semester.

Semester	Payment Due Dates	Deadline to Enroll
FALL 4 MONTH	Payments are due on the first of each month August through November	August 31
FALL 5 MONTH	Payments are due on the first of each month July through November	August 31
SPRING 4 MONTH	Payments are due on the first of each month January through April	January 31
SPRING 5 MONTH	Payments are due on the first of each month December through April	January 31

FAQs CONTINUED

Will I receive a physical bill?

No, the Accounting Department does not send physical bills. View your bill online through the **Student Self Service/PayMyTuition portal**.

I'm an international student.

Can I pay my bill on PayMyTuition?

Yes. International students can also access PayMyTuition through Student Self Service. You'll have the option to pay from an international bank, institution, or card. Additionally, you can pay in any currency and enroll in a payment plan.

I need assistance navigating PayMyTuition. Who can I contact?

The PayMyTuition customer support team is available to you through live chat, email, and phone to answer any of your questions and help you with your payment.

Call **1-855-663-6839** (toll-free) or through one of their local country contact numbers. You can also contact PayMyTuition Support at **support@paymytuition.com** or through their support page.



Visit the **Accounting Department** page.



Log in to the **Student Self Service**.

ACCOUNTING OFFICE

140 Johnson Hall

3800 Hillsborough Street, Raleigh, NC 27607

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accounting@meredith.edu



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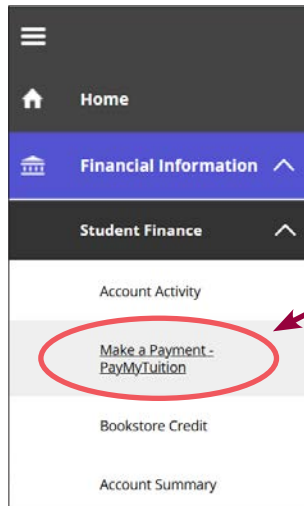
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1

REGISTERING YOUR ACCOUNT

Learn how to **register your PayMyTuition account.**

STUDENT INSTRUCTIONS



STEP 1:

Log in to your **Student Self Service portal** at mcis.meredith.edu.

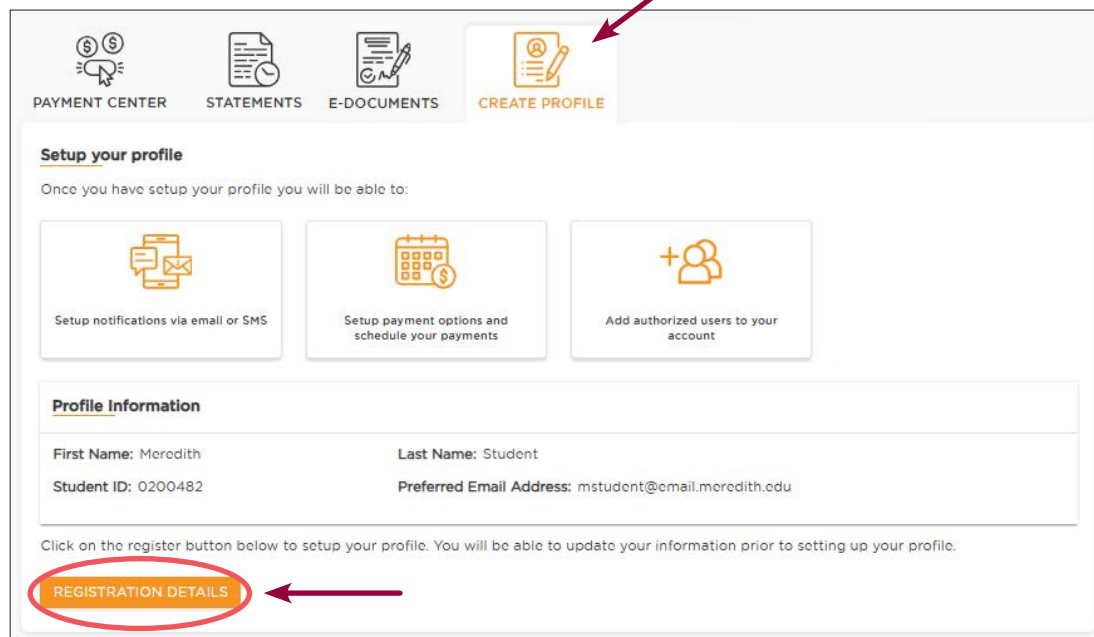
Click on **"Financial Information."**

Next, click on the **"Make a Payment - PayMyTuition"** banner to be redirected to the **PayMyTuition portal.**



STEP 2: Register for an Account with PayMyTuition

Upon redirecting into the PayMyTuition Portal, select **"Create Profile"** and click the **"Register"** button.

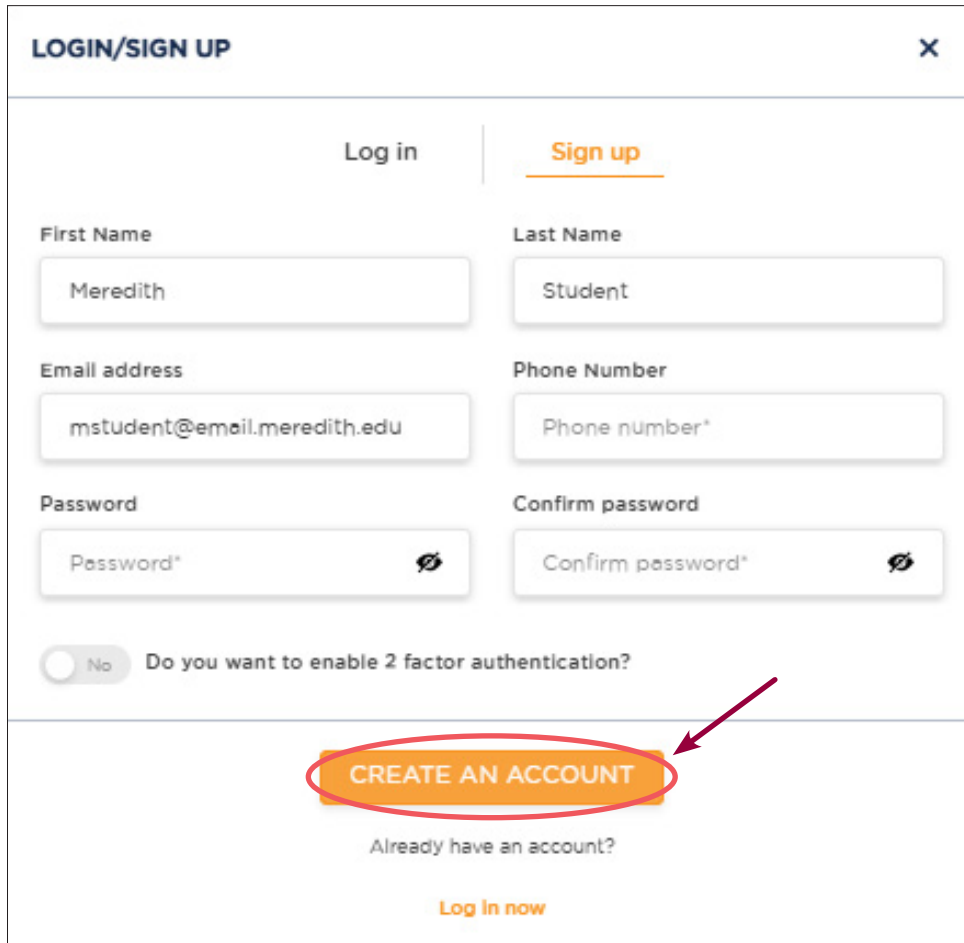


REGISTERING YOUR ACCOUNT

STEP 3:

Complete your profile information and click **"Create an Account."**

Be on the **lookout for an email from PayMyTuition** confirming your profile has been created.



The screenshot shows a 'LOGIN/SIGN UP' window. It has two tabs: 'Log in' and 'Sign up'. The 'Sign up' tab is selected. The form contains the following fields: 'First Name' (filled with 'Meredith'), 'Last Name' (filled with 'Student'), 'Email address' (filled with 'mstudent@email.meredith.edu'), 'Phone Number' (placeholder 'Phone number*'), 'Password' (placeholder 'Password*'), and 'Confirm password' (placeholder 'Confirm password*'). There are eye icons to toggle password visibility. Below the fields is a toggle switch for 'Do you want to enable 2 factor authentication?' which is currently set to 'No'. At the bottom, there is an orange button labeled 'CREATE AN ACCOUNT' which is circled in red with an arrow pointing to it. Below the button is the text 'Already have an account?' and a link 'Log in now'.

2 ADDING AN AUTHORIZED USER

An authorized user is someone who logs in on behalf of a student to view the student's data or perform an action on their behalf. For example, a mother may wish to view or pay her daughter's tuition. ***Note: Authorized users do not have access to tax documents.**

A student must grant a family member or third-party authorized user access through their **PayMyTuition portal**. Below are the instructions on how students can add an authorized user.

STEP 1: Add an Authorized User

Log in to your **Student Self Service portal** at mcis.meredith.edu and navigate to the **PayMyTuition portal**.

Select the **"My Profile"** section and click **"Add authorized users to your account."**

The screenshot shows the 'ADD AUTHORIZED USER' form. Red arrows point to the 'MY PROFILE' tab in the top navigation bar, the 'Add authorized users to your account' button in the left sidebar, and the 'ADD' button at the bottom right of the form. The form fields are: First Name (Jane), Last Name (Doe), Email Address (jdoe@yippee.com), and Phone Number (9196491234). There are three toggle switches for permissions, all set to 'Yes': 'Would you like to allow this person to view your payment history and account activity?', 'Would you like to allow this authorized user to view all transactions?', and 'Would you like to allow this authorized user to view your electronic document center?'. The 'CANCEL' button is on the bottom left.

Complete the **"authorized user profile."**

The authorized user will receive an email from PayMyTuition requesting they register as a user.

You can track the status of your authorized user request, edit authorized user details, delete the authorized user from your account, and resend the email link for registration within your **Authorized users list dashboard**. You may add as many authorized users as you need.

The screenshot shows the 'Authorized users list' dashboard. Red arrows point to the 'Authorize User List' tab, the 'ADD NEW' button, and the 'Action' column of the table. The table has columns: Name, Phone Number, Email Address, Status, and Action. The first row shows 'Jane Doe' with phone number '9196491234', email 'jdoe@yippee.com', and status 'Pending'. The 'Action' column contains four icons: a green eye, a pencil, a trash can, and a refresh symbol. A legend on the right explains these icons: 'Track the status' (green eye), 'Edit details' (pencil), 'Delete user' (trash can), and 'Resend link' (refresh symbol).

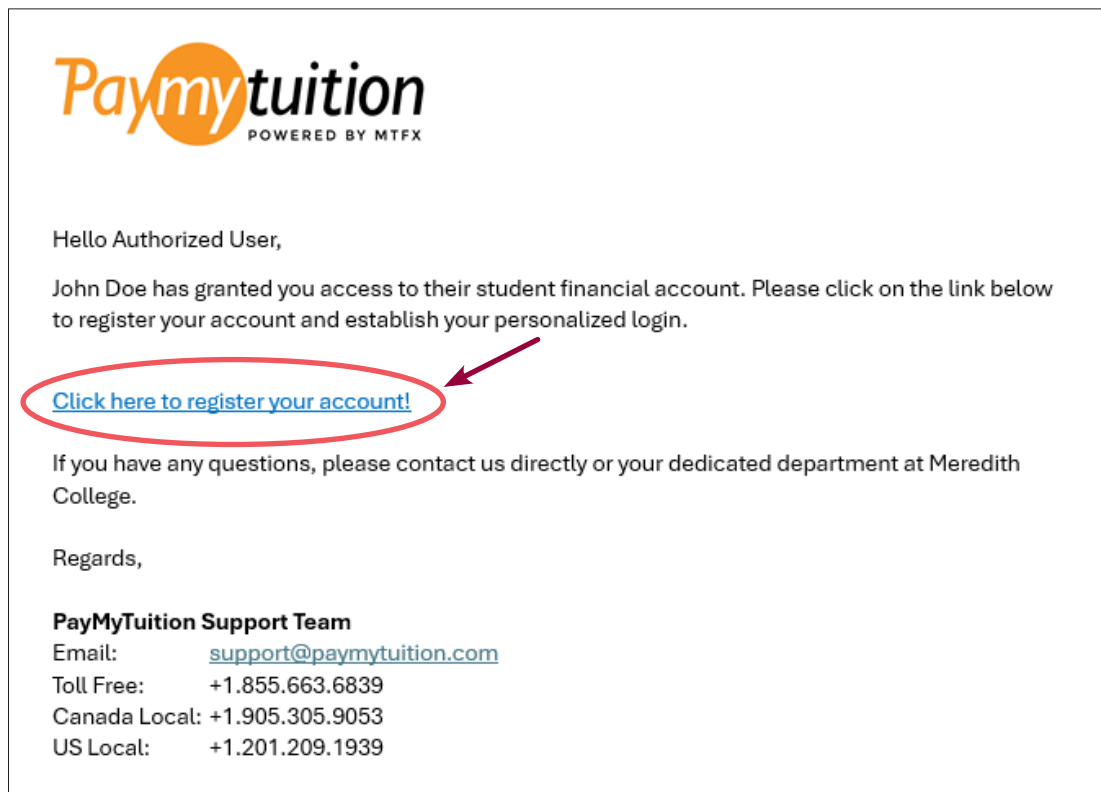
Name	Phone Number	Email Address	Status	Action
Jane Doe	9196491234	jdoe@yippee.com	Pending	

AUTHORIZED USER INSTRUCTIONS

Below are instructions for authorized users to register an account.

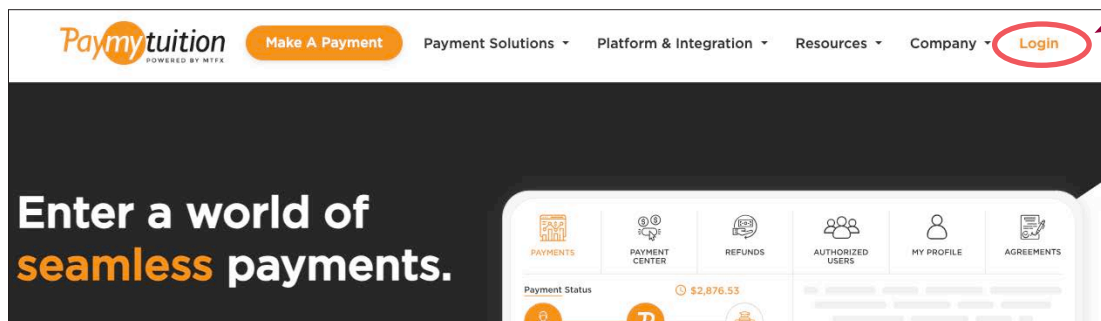
STEP 1: Complete Your Profile Registration

Once your student adds you as an authorized user, you will receive an email from PayMyTuition with a request to register for an account. **Click on the link within the email** to complete your account setup.



STEP 2: Access Your PayMyTuition Account as an Authorized User

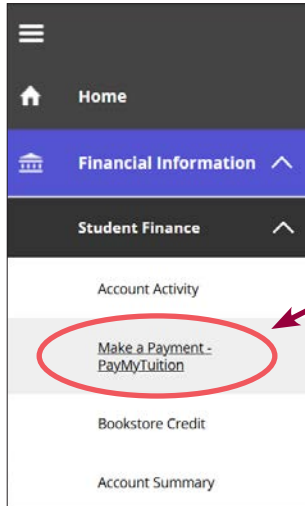
To access your student's PayMyTuition account as an Authorized User, log in at the **PayMyTuition portal**.



Input your email address and password and click **"Login"** to access the student's Payment Center to make a payment.

3 PAYMENT INSTRUCTIONS

Learn how to **access the PayMyTuition portal** to **view** and **pay your bill**.



STEP 1:

Log in to your **Student Self Service** portal at mcis.meredith.edu.

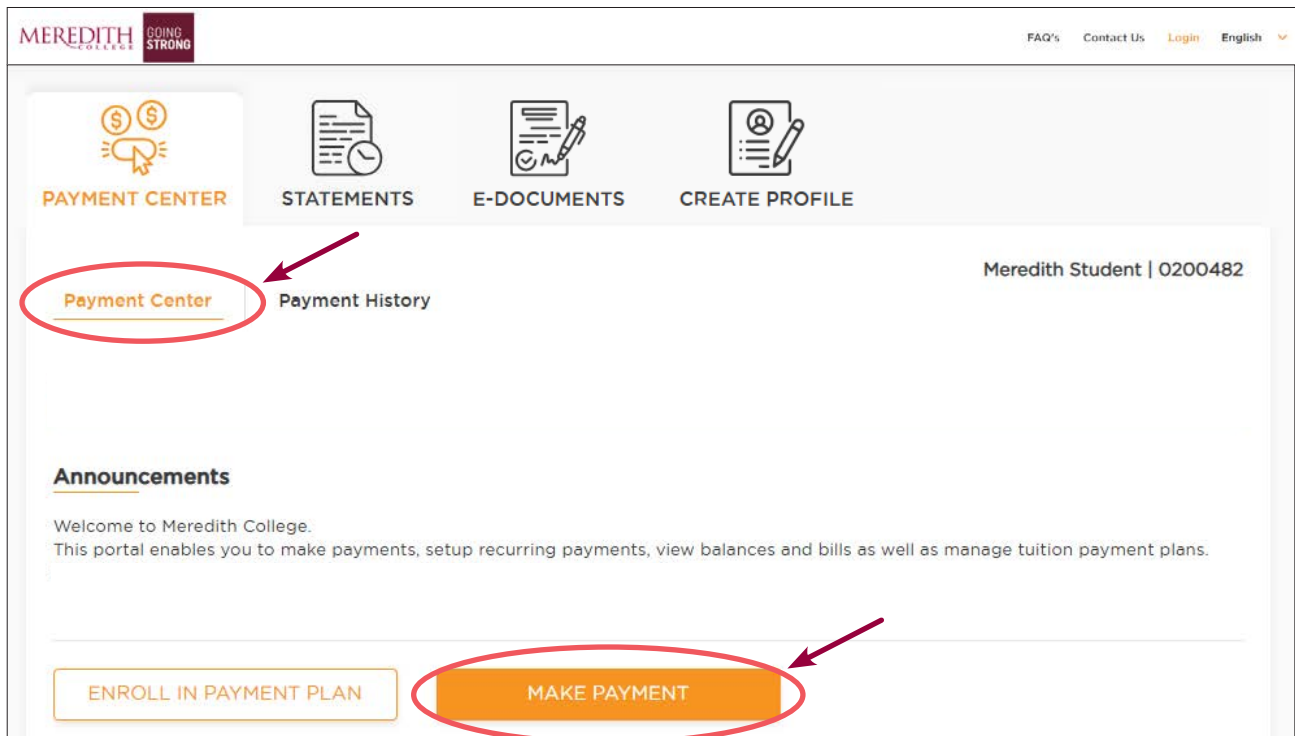
Click on **"Financial Information."**

Next, click on the **"Make a Payment - PayMyTuition"** banner to be redirected to the **PayMyTuition** portal.



STEP 2:

From the **Payment Center** page, select **"Make Payment."**



PAYMENT INSTRUCTIONS

STEP 3:

For international students, a pop up will appear after you select **"Make Payment."** Select **domestic payment or international**. Then select **"Pay Now."**

Please select if paying tuition/fees from a domestic bank, institution, or card

Please select if paying tuition/fees from an international bank, institution, or card

PAY NOW

Select the term(s) and enter the amount you would like to pay. Then click **"Pay Now."**

PAYMENT CENTER | STATEMENTS | MY PROFILE | E-DOCUMENTS

Meredith Student | 0200482

Payment Center | Payment History

Term Balances	Description	Amount (\$)
<input type="checkbox"/>	Fall 2025 Full Term	32,574.00

TOTAL PAYMENT \$ 0.00

GO BACK | PAY NOW

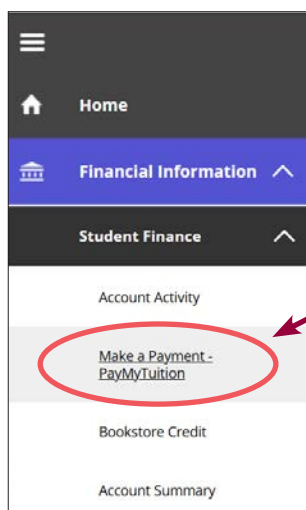
Follow the prompts to **enter payment information, confirm, and pay.**

4

PAYMENT PLANS

Learn **what payment plans are available** and **how to enroll**.

Meredith College has partnered with **PayMyTuition** to offer an interest-free Payment Plan to enable students or their families to make monthly installments on their student account towards tuition, fees, and food and housing. **The payment plan is not a loan and is available for the fall and spring semesters for four or five automatic installments per semester.** Enrolling in a plan requires a **non-refundable \$35 fee** and **students must re-enroll each semester.**



STEP 1:

Log in to your **Student Self Service portal** at mcis.meredith.edu.

Click on **"Financial Information."**

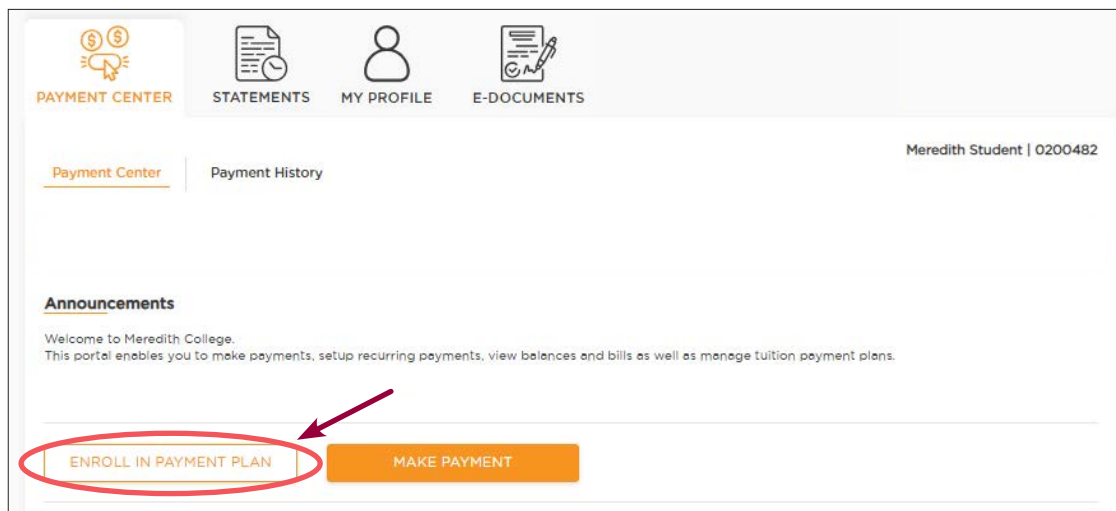
Next, click on the **"Make a Payment – PayMyTuition"** banner to be redirected to the **PayMyTuition portal**.



STEP 2: Check for Eligibility

Once you are redirected to the **PayMyTuition portal**, you will see **"Enroll in Payment Plan"** if you are eligible to enroll. Click on this option to begin the enrollment process.

If the **"Enroll in Payment Plan"** option isn't visible, contact Meredith College Accounting Office at accounting@meredith.edu or call (919) 760-8363 to inquire about eligibility.



PAYMENT PLANS

STEP 3:

Select the term(s)

for which you want to enroll in a payment plan. From there, you will be prompted to **confirm the plan details**.

Plan Name	Setup Fee	Installments	Down Payment	Action
Domestic PP 2025F16 - 4 payments	\$35.00	4		DETAILS SELECT
Domestic PP 2025F16 - 5 payments	\$35.00	5		DETAILS SELECT

Review the plan balance and click on **"Calculate."**

Review the payment installment schedule, select installment(s) you want to pay now, then click **"Next."**

Description	Charges (\$)	Credits (\$)
Tuition	\$25,584.00	
Fees	-\$20,510.00	

Balance: \$5,074.00

Description	Due Date YYYY-MM-DD	Amount
<input checked="" type="checkbox"/> Setup Fee	2025-06-12	\$35.00
<input type="checkbox"/> Installment 1	2025-07-01	\$1,014.80
<input type="checkbox"/> Installment 2	2025-08-01	\$1,014.80
<input type="checkbox"/> Installment 3	2025-09-01	\$1,014.80
<input type="checkbox"/> Installment 4	2025-10-01	\$1,014.80
<input type="checkbox"/> Installment 5	2025-11-03	\$1,014.80

Total value of installments: \$5,074.00
Total due now: \$35.00

For international students, a pop up will appear after you select **"Make Payment."**

Select **domestic payment or international**.

Then select **"Pay Now."**

☐ Please select if paying tuition/fees from a domestic bank, institution, or card

☐ Please select if paying tuition/fees from an international bank, institution, or card

[PAY NOW](#)

STEP 4:

Select your payment method and enter payment information.

Then **agree to the Terms and Conditions to finalize your plan** and **make your payment**.

Please note: You will be able to access a detailed breakdown of charges and see your existing balance before enrolling. Make sure you are fully informed of all expenses before finalizing your plan.

5

SAMPLE BILL

View a **sample bill to know what to expect**. Please note this is **not** your official bill.

STATEMENT OF ACCOUNT		Phone: 9197608363
Fall 2025 Full Term		Email: accounting@meredith.edu
		Website: https://www.meredith.edu/
		Address: 3800 Hillsborough Street Raleigh, NC
+ Charge	\$ 32,574.00	
- Payments	\$ 0.00	
- Deposits	\$ 0.00	
+ Refunds	\$ 0.00	
- Financial Aid	\$ 14,000.00	
- Pending Credits	\$ 0.00	
= Total Amount Due	\$ 18,574.00	

Charges

Description	Amount
Tuition-Full Time	\$ 23,639.00
Food and Housing - Res Hall	\$ 6,905.00
Student Activity Fee	\$ 85.00
Course Fee - Biology	\$ 50.00
Medical Insurance	\$ 1,695.00
Parking Registration	\$ 200.00
Total	\$ 32,574.00

0200482 - Meredith Student (Statement as of: 2025-05-29)

End Balance