

NBS

Tuition Payment Plan Community Education

Heartland Community College offers a convenient interest free monthly payment plan. The NBS Payment Plan is available to Community Education students who wish to budget their fees over a period up to 12 months. This is not a loan program, there are no interest fees and there is no credit check. To enroll in the NBS Payment Plan, please visit the community education office.

There is a **non-refundable* Enrollment Fee** based on the number of months you choose to pay your fees:

\$30 for 1-6 months

\$50 for 7-12 months

You may budget your fees one of two ways:

- **Automatic Bank Payment (ACH)**—ACH payments are those payments you have authorized to process directly with your financial institution. It is simply a bank-to-bank transfer of funds that you have pre-approved for your expenses at Heartland Community College. Payments may be made from either your checking or savings account. Contact your bank to verify they accept ACH payments. You will need to come to the Community Education office to enroll. Make sure you have your account information on hand. ***Payments are processed on the 5th of each month and will continue until the balance is paid in full.***
- **Credit Card Option**—Your monthly payment is charged to your credit card, which may enable you to take advantage of various bonus programs offered by your credit card company. If you elect to use this option, your monthly payment, along with a *convenience fee*, will be automatically charged to the credit card you designate (Master Card, Discover or American Express). The convenience fee is in addition to the one-time, non-refundable* Enrollment Fee. ***Payments will be charged on the 5th of each month until the balance is paid in full.*** Credit card payments are processed by American Card Services, Inc. To use a credit card, you will need to come to the Community Education office to enroll.

The **non-refundable* Enrollment Fee** will be automatically deducted from your bank account or charged to your credit card within **14 days** of the agreement being posted. Should an automatic bank payment or credit card payment be missed, a \$30 Missed Payment Fee will be assessed to your account. You will be notified by Nelnet of the missed payment via mail or e-mail.

For questions about your Nelnet account, contact the Heartland Community College Business Office at 309/268-8144 or log in to your Nelnet account to make any changes to your address, phone or banking information.

*The non-refundable Enrollment Fee is refundable only if the class is cancelled.

Community Education

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309.268-8160