MY PLAN TO PAY WORKSHEET INSTRUCTIONS
~Line numbers are in correlation to the My Plan To Pay Worksheet~

### CHARGES

1. **Tuition** – per semester
   - 1-11 credit hours – per hour charge (part time) $898
   - 12-18 credit hours – block charge (full time) $11,624
   - 19 or more credit hours – additional per hour charge (above block) $833
   *Nursing students contact Student Accounts or the nursing advisor for additional tuition amount each semester.

2. **Technology Fee** – per semester – required for all students $150

3. **Room** – per semester
   - Regular - double occupancy $2,075
   - Private - single occupancy (requires approval from Student Development) $3,133

4. **Meal plan** – per semester
   - Full meal plan $2,075
   - Full meal plan w/ $50 Snack Shoppe credit $2,120
   - Full meal plan w/$100 Snack Shoppe credit $2,155
   - Commuter meal plan $615

5. **Parking Fee** – per semester
   - Resident $100
   - Commuter $35
   *If you will not have a car on campus, there is an Opt Out form which must be completed each semester. Contact Security for more information 615-248-1296.

6. **Course Fees**
   This is an estimate for your registered courses. Some students may not have any additional course fees during a given semester. An average semester amount is $100. Courses with higher than average fees include private music instructions (additional $280 per credit hour for 2015-2016) and certain courses in Education and Nursing. Students with these majors may want to consult your academic advisor. **New students should list an extra $100 for their first semester on this line to cover the New Student Orientation Fee.**

7. **Bookstore Estimate** – estimate of bookstore charges for required textbooks each semester IF you charge to student account.

8. **Prior Balance Owed** – use this line to enter any amount still outstanding from the prior year.

### FINANCIAL AID

9. **Trevecca Leadership Scholarship** (per semester) – use your Financial Aid Award letter to locate this amount.

10. **Trevecca Academic Scholarship** (per semester) – use your Financial Aid Award letter to locate this amount.

11. **Trevecca Athletic Scholarship** (per semester) – use your Financial Aid Award letter to locate this amount.

12. **Pastor’s Children/Missionary Children Scholarship** (per semester) – use your Financial Aid Award letter to locate this amount.

13. **Trevecca Endowed Scholarship(s)** (per semester) – use your Financial Aid Award letter to locate this amount.

14. **Other Trevecca Scholarships** (per semester) – use your Financial Aid Award letter to total all other TNU scholarships or grants. **Ex: multi-student, diversity, music, etc.**
15. **Church Scholarship and Match** – Full time student/one match per year/max of 4 years
   For Nazarene churches on TNU Southeast Region who have paid Education Budget - TNU will match 2-to-1 any amount sent up to $500. If $500 sent by local church, TNU will match with $1,000 for a total of $1,500 on this line. Split total between semesters.
   For all other churches (Nazarene on Southeast Region not paid Education Budget, Nazarene on Southeast Region & non-Nazarene) - TNU will match 1-to-1 any amount sent up to $500. If $500 sent by local church, TNU will match with $500 for a total of $1,000 on this line. Split total between semesters.

16. **Outside Miscellaneous Scholarships** – scholarships received from other sources (i.e. parent's employment, high school, community, social, or professional clubs). [www.finaid.org](http://www.finaid.org) is a good resource for finding other scholarships.

17-23. **Federal and State Assistance** – per semester – Federal student loans (with the exception of the Federal Perkins Loan) have origination fees. Please put the amount of the loan as listed on your Financial Aid Award letter and the worksheet will automatically calculate these fees. Federal Direct Stafford student loans currently have a 1.073% origination fee. If your award letter does not show Federal Aid then we may not have received the FAFSA. Go to [www.fafsa.ed.gov](http://www.fafsa.ed.gov) to complete the form using our school code 003526.

   ***Do NOT include Federal Work Study amounts on this worksheet.*** Work study is not guaranteed and is dependent upon the student securing a job. Payment for work is made directly to the student and not the university.

**PAYMENTS**

24. **Admission Deposit/Credit from prior semester** – Please include under the Fall column any enrollment deposit (new students) or credit balance from a prior semester. If the credit balance is from an outside scholarship payment you have already listed above or from your TMS monthly payments you will list below, please do not list these amounts again as a credit on this line.

25. **TMS (Tuition Management Systems) Monthly Payment Plan Budget** – TMS offers a monthly payment plan. Go to [www.trevecca.afford.com](http://www.trevecca.afford.com) or call TMS at 888-713-7234 to enroll now. There is an enrollment fee but student accounts on the TMS payment plan are not charged monthly late fees on balances covered by the plan.*** Enrollment should be completed prior to registration day for both fall and spring semesters.

26. **Private Loan** – Please refer to the loan options provided on our website at [www.trevecca.edu/privateloans](http://www.trevecca.edu/privateloans). We recommend looking for the best interest rate you can find and we will certify any loans you request.

27. **Parent PLUS Loan** – Credit check must be approved for this federal loan. Parent PLUS loans currently have an origination fee of 4.292%. Please put the full amount of the loan and the worksheet will automatically calculate this fee. Application and credit check must be completed prior to registration day. To apply for a PLUS loan, go to [www.studentloans.gov](http://www.studentloans.gov).

28. **Cash, Check or Online Payments** – These payments should be made each semester before registration day. Options include: 1) mail check to Trevecca Nazarene University, Attn: Accounting Office, 333 Murfreesboro Rd, Nashville, TN 37210, 2) cash or check payment at Cashier’s window in the Martin Building on campus, or 3) online payment with electronic check (no fee) or credit card (Visa, MasterCard, Discover & American Express – subject to a convenience fee). You will use the My Plan to Pay Worksheet to make the initial payments for both fall and spring semesters before registration day.

   To make an online payment, go to [www.trevecca.afford.com](http://www.trevecca.afford.com) and choose “Make A One-Time Payment.”

   **Reminder: Trevecca does not mail paper statements.**

   ***Late Fees are charged at 1.5% per month on any outstanding balance.***

   **BALANCE** – Subtotal A minus subtotals B and C should equal zero or create a credit.

   If it does not – contact Financial Aid to discuss options to cover balance. 615-248-1242 or financial_aid@trevecca.edu

   Questions in filling out this form should be directed to Student Accounts 615-248-1240 or student_accounts@trevecca.edu. When form is complete, please attach worksheet only to an email and send to student_accounts@trevecca.edu.