

Payment Policy

Tuition and fees (including room and board), less any pending financial aid, must be paid in accordance to the schedule below. Students using financial aid to cover their balance must have all required documents submitted and loan approvals in place prior to any required payment date.

| Semester | Semester Date | Payment Deadline |
|----------|-------------------|------------------|
| Fall | 9/6/22 – 12/16/22 | 7/20/22 |
| Spring | 1/3/23 – 4/14/23 | 11/16/22 |
| Summer | 4/25/23 – 8/4/23 | 3/8/23 |

Failure to pay may result in deregistration and late payment fees. Payment will be considered late after five days.

Students will be allowed to register for a future term as long as all completed prior terms are paid in full and the current term balance, less any pending payments on a college-approved payment plan, is less than \$500.

Students will not be allowed to attend classes in a new semester with a balance on any prior term. Miscellaneous charges that may be assessed will be payable within 30 days after they are invoiced. Failure to pay these may result in late fees and deregistration.

Students with an unpaid balance will not receive any guest tickets to their graduation ceremonies.

Financial Clearance and Registration for Classes

Registration for classes takes place prior to the start of each semester. Registration for classes does not guarantee the student's attendance. If the student's balance is not paid according to the college's payment policy, they will be placed on a financial hold that will prevent them from registering for their next term or have their future registration canceled. To remove this hold, payment in full must be made or a CIA-approved payment plan must be in place. Please see the student financial planner to make payment arrangements. Those students who have met their financial obligations will have the financial holds removed. Balance not paid in accordance with due dates are subject to late fees.

Payment options

The Culinary Institute of America, in partnership with TouchNet and PayPath, offers online one-time payments and monthly payment plan options for the student's account. **These are the only approved payment plans and they must be in place prior to any required payment due date.** This partnership provides improved security compliance and certifications requirements that ensure the protection of sensitive and personal consumer data. It enables students and/or parents to pay tuition and fees by electronic check (ACH) or by credit/debit card via the student portal. The payment process is fast, easy, and secure.

International students can make online payments via the Pay My Tuition system. This system allows the student to make a payment with their countries currency and works to provide the best currency conversion rates. To make a payment through Pay My Tuition, please go to CIA Main Menu and then click on View and Pay My Account (for International students). From there the student will enter the Pay My Tuition system and can proceed to make a payment.

Payment Plans

The college offers payment choices to help students afford their college expenses. Students can spread the cost of tuition and fees over a term by enrolling in a tuition payment plan via the TouchNet online system. Students will find a link to View and Pay Account below the Self-Service Menu on the student portal (CIA Main Menu). For more information, students should go to Quick Links on the Student Financial and Registration Services (SFRS) page of CIA Main Menu or contact the office at SFRS@culinary.edu or 845-451-1500.

Payment Method and Service Fees

- There is a 2.85% service fee (\$3.00 minimum) for payments made via most major credit/debit cards. This fee is not charged by or paid to the CIA; the CIA does not keep any of these fees, therefore they cannot be waived and are non-refundable.
- There is NO service fee for payments made via electronic checks (ACH)
- One time payments made by cash, personal check, and cashier's check may still be processed at the SFRS office in person or by mail for no additional charge. Credit cards for tuition payments will not be taken at the SFRS Window however, there is a computer available for students to make credit card payments via Self Service.

Tuition Deposits

All entering undergraduate students, graduate, and certificate students are required to pay a \$400 advance deposit. Deposits are due based on the below schedule or 30 days after the offer of admissions, if after original due date. Deposits are non-refundable and cannot be transferred to future terms.

Students starting in Fall (September), deposits are due May 1

Students starting in Spring (January), deposits are due October 15

Students starting in Summer (April/May), deposits are due February 15