

PAYMENT PLAN ROLLOVER INFORMATION

- **Open Enrollment Period**

- During open enrollment a student or authorized user can enroll in the new payment plan and choose whether or not to automate the monthly installment payments.
- Detailed payment plan enrollment instructions can be found at www.PrinBill.com.

- **Payment Plan Auto Enroll**

- On a scheduled date about ten days before the first installment is due for a new term, Principia will automatically rollover continuing students into the new term payment plan if that student has not already been enrolled during the open enrollment period.
- A continuing student will be automatically enrolled in the new plan with the same settings as the prior term.
 - If the student or authorized user chose automatic monthly installment payments when they enrolled in the prior plan, that student will have automatic installment payments in the new plan.
 - If the student or authorized did not choose automatic monthly installment payments when they enrolled the prior plan, that student will not have automatic payments in the new plan.

If you have any questions, please contact either Cheryl or Milly in Billing Services.
Thank you!

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