NEW INSTALLMENT PAYMENT PLAN - EFFECTIVE FALL 2016!

The Installment Payment Plan (IPP) is offered for the fall and spring terms to qualified students to help satisfy payment requirements by the appropriate fee payment deadline. Registration is subject to deletion and/or a $100 late payment fee, if fee payment requirements for enrollment fees are not satisfied by the appropriate fee payment deadline listed in the Bursar Calendar.

- The IPP is reserved for students in good financial standing with the University.
- The IPP is available for Fall and Spring terms only.
- Regulations of the Tennessee Board of Regents prevent the University from offering an IPP for summer terms, or other short terms.
- An initial down payment of 25% of the balance is required after all financial aid (grants and student loans), scholarship, and/or third party assistance award amounts have been applied. Housing, Dining Dollars, and a $50 enrollment fee will automatically be included in IPP.
- The enrollment fee is not refundable, regardless of when your financial aid or other payments are applied to your account.
- If housing charges are included in the plan, an additional enrollment fee of $40 will be assessed approximately 30 days after classes begin. Students must first register for classes before enrolling in the IPP.
- Enrollment in the IPP is not automatic - students must enroll online through TigerXpress.

Follow these steps to sign up for the IPP:

- Log in to the myMemphis Portal with your username and password.
- Click on the Account$ tab.
- Click on Sign up for Installment Payment Plan in the Bursar – Fees, Payments, Disbursements & Refunds channel.
- This will take you into the TigerXpress system.
- Go to Payment Plans and click the Enroll Now button.
- Follow all instructions and prompts.