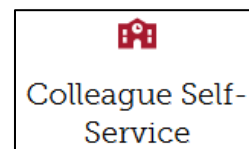


Payment Options:

For payments, we accept Checks (electronic, personal, bank and 529 Plan), Credit or Debit cards (online only) Cash and Money Orders.



- ❖ **Pay Online:** To make a payment online, please click the Self-Service icon on the main portal page. Click the "Student Finance" box. On the middle right side, click the link that says, "Make a Payment". It may have you sign into your account again. Click the box to the left of the semester you want to pay towards. In the empty box on the right, enter the amount you want to pay. Next, click the green "Continue" button. Select your method of payment (Credit Card or Other Payment Methods- which is an Electronic Check).

Electronic Check: Paying using a personal check online. You will enter your routing and account number into the system. There are no additional fees for paying in this format.

Credit or Debit Card: We accept Visa, MasterCard, American Express and Discover. Please note there is an additional 2.95% processing fee added on when paying with any credit or debit card.

- ❖ **Payment Plan (Online):** Please [click here](#) to see information on our payment plan options as well as instructions on how to enroll in the plan.

*Please note, when paying your payment plan installments, payments can only be made online with an electronic check or debit card**

- ❖ **Paying in Person:** (Campbell Solution Center- Front desk of Campbell Hall)

Cash: You can make a cash payment at Campbell Solution Center, which is the front desk our Campbell Hall building. Please know, you can bring up to \$1500 in cash unannounced, but if you would like to pay a larger amount in cash over \$1500, please contact studentbilling@gmercyu.edu to arrange a time when an adequate staff is available to take a larger payment amount.

Personal Check or Money Orders: You can pay in person or mail a check to the University. If you would like to mail in a check, please address it to the following:

Gwynedd Mercy University
Attn: Student Billing Office
1325 Sumneytown Pike
PO Box 901
Gwynedd Valley, PA 19437
1325 Sumneytown Pike

❖ **Pay with 529 or College Savings Plan:**

Please know, the University does not accept wire payments from college savings plans at this time. Please have your plan provider mail your check to the address listed above.

- To eliminate wait time for your 529 or college savings plan check to be applied to your account, please make sure to have Attn: Student Billing Office in the address as list above.
- Please also note it is not uncommon for these types of checks to take 2-4 weeks to arrive in our office. As a best practice if you are paying with a 529 or college saving plan, please email the Student Billing Office at studentbilling@gmercyu.edu, a copy of your confirmation email or letter from your plan with the amount requested as well as the date of the request.

