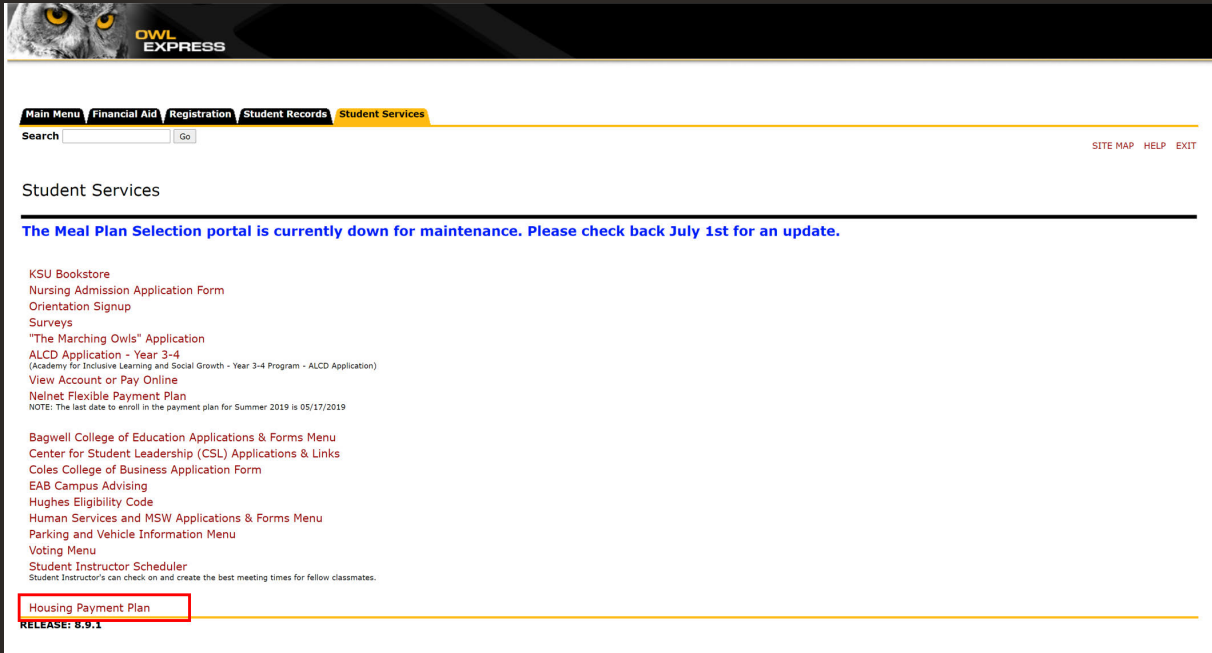


Housing Payment Plan Step-by- Step Guide on Owl Express

Step 1: Click on the "Student Services" tab and select the "Housing Payment Plan" link.



OWL EXPRESS

Main Menu Financial Aid Registration Student Records **Student Services**

Search Go

SITE MAP HELP EXIT

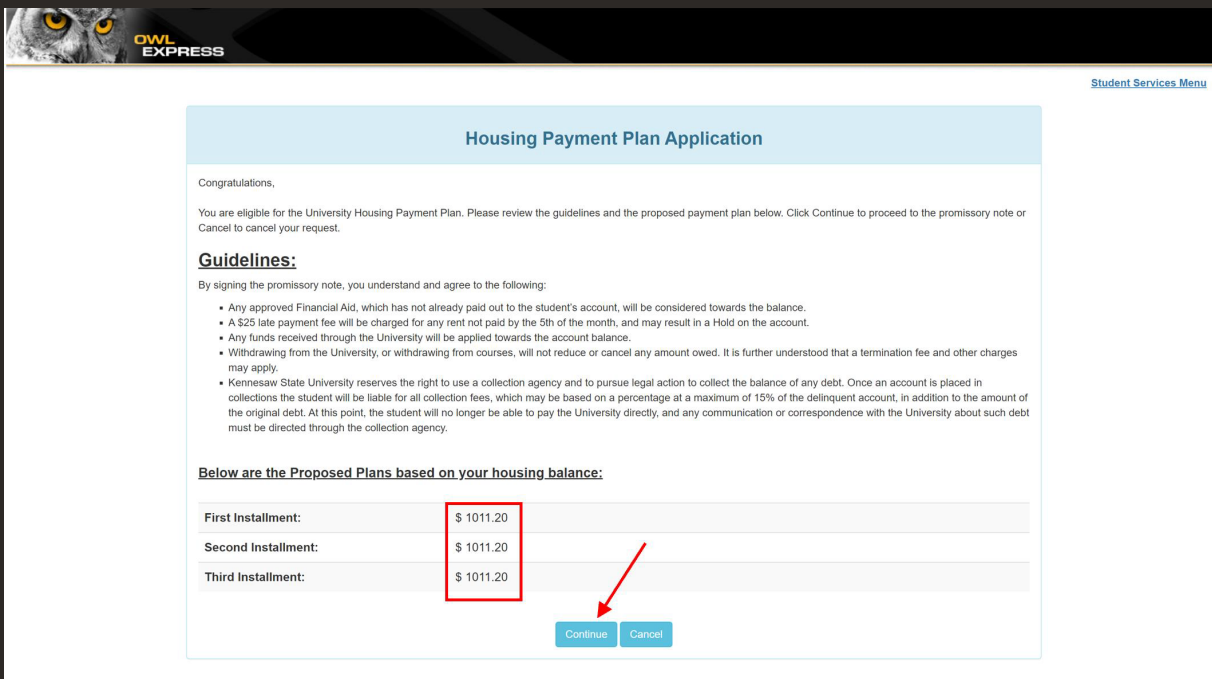
Student Services

The Meal Plan Selection portal is currently down for maintenance. Please check back July 1st for an update.

- KSU Bookstore
- Nursing Admission Application Form
- Orientation Signup
- Surveys
- "The Marching Owls" Application
- ALCD Application - Year 3-4
(Academy for Inclusive Learning and Social Growth - Year 3-4 Program - ALCD Application)
- View Account or Pay Online
- Nelnet Flexible Payment Plan
NOTE: The last date to enroll in the payment plan for Summer 2019 is 05/17/2019
- Bagwell College of Education Applications & Forms Menu
- Center for Student Leadership (CSL) Applications & Links
- Coles College of Business Application Form
- EAB Campus Advising
- Hughes Eligibility Code
- Human Services and MSW Applications & Forms Menu
- Parking and Vehicle Information Menu
- Voting Menu
- Student Instructor Scheduler
Student Instructor's can check on and create the best meeting times for fellow classmates.

Housing Payment Plan
RELEASE: 8.9.1

Step 2: Review the payment plan information and select "Continue."



OWL EXPRESS

Student Services Menu

Housing Payment Plan Application

Congratulations,

You are eligible for the University Housing Payment Plan. Please review the guidelines and the proposed payment plan below. Click Continue to proceed to the promissory note or Cancel to cancel your request.

Guidelines:

By signing the promissory note, you understand and agree to the following:

- Any approved Financial Aid, which has not already paid out to the student's account, will be considered towards the balance.
- A \$25 late payment fee will be charged for any rent not paid by the 5th of the month, and may result in a Hold on the account.
- Any funds received through the University will be applied towards the account balance.
- Withdrawing from the University, or withdrawing from courses, will not reduce or cancel any amount owed. It is further understood that a termination fee and other charges may apply.
- Kennesaw State University reserves the right to use a collection agency and to pursue legal action to collect the balance of any debt. Once an account is placed in collections the student will be liable for all collection fees, which may be based on a percentage at a maximum of 15% of the delinquent account, in addition to the amount of the original debt. At this point, the student will no longer be able to pay the University directly, and any communication or correspondence with the University about such debt must be directed through the collection agency.

Below are the Proposed Plans based on your housing balance:

First Installment:	\$ 1011.20
Second Installment:	\$ 1011.20
Third Installment:	\$ 1011.20

Continue Cancel

Step 3: Read over the Promissory Note and Terms and Conditions. Check the agreement box and enter your phone number to continue.

**PROMISSORY NOTE - Housing
FOR BALANCE DUE KENNESAW STATE UNIVERSITY**

Student Name : [REDACTED] **Dated :** 20-JUL-2020
Address: [REDACTED] **KSU#:** [REDACTED]

School: Kennesaw State University
395 Cobb Ave.
Bursar's Office MD 0503
Kennesaw, GA 30144
470-578-6419

Fax: 470-578-9161

Promise To Pay: I, the undersigned party, agree to the payment schedule of 3 installments of \$ 1011.20 per the lease agreement with KSU Housing to satisfy my total balance of \$ 3033.60 for **Fall Semester 2020** with Kennesaw State University.

Terms and Conditions: I agree to make a minimum monthly payment of \$ 1011.20 to Kennesaw State University. Remaining payments will be due by the 5th of each month, and will not terminate until the entire balance has been paid.

- I understand that failure to pay by the established due dates will result in a late fee of \$25 per occurrence and immediately a hold being placed on my account.
- I will inform KSU of any change in my name, address, telephone number, or SSN.
- I understand that any Financial Aid that comes through the Institution will be sent to my KSU Account to satisfy this and any prior balance.
- I understand that if I do not pay the Housing Fees by the established deadlines, the University may cancel this Agreement; remove me from Residence Life; cancel my enrollment in the University; withhold transcript of grades, diploma, and other academic records from me, my representatives, and other persons or institutions; and avail itself of any or all other remedies of law or in equity.
- Kennesaw State University reserves the right to use a collection agency and to pursue legal action in order to collect the balance of any debt. Once an account is placed in collection or legal action is pursued by the collection agency, I will be liable for all collection fees, which may be based on a percentage at a maximum of 15 percent of the delinquent account, in addition to the amount of the original debt. At this point, I will no longer be able to pay the University directly, and any communication or correspondence with the University about such debt must be directed through the collection agency.
- By signing this document, I certify that I am 18 + years of age.

By checking this box, I certify that I have read, understand, and agree to the terms and conditions of this Note.

Phone: [REDACTED] **Date:** 20-JUL-2020

[Previous](#) [Submit](#)

Step 4: After clicking the "Submit" button, you will see a "Successfully Signed Agreement" message. This completes the Payment Plan Agreement process.

University Housing Payment Plan

You have successfully signed the agreement for Fall Semester 2020

[Student Services Menu](#)

For questions, please contact the Bursar's Office:
Phone: (470) 578-6419
Email: paymentplan@kennesaw.edu