



# AUTOMATIC PAYMENT PLAN

*An easier way to pay for college.*

- *Affordable*
- *Convenient*
- *Interest-Free*

## Advantages

- Easy online enrollment
- Monthly payment plan
- Flexible payment options
- No interest

## Payment Methods

- Automatic bank payment (ACH)
- Credit card/debit card

*Payments are processed on the 20th of each month and will continue until the balance is paid in full. If a credit/debit card is used, a convenience fee in addition to the enrollment fee will be assessed.*

*Please review the e-Cashier site for maximum amounts a student can budget for both in-state and out-of-state residents.*

## Cost to Participate

- \$40 or \$45 enrollment fee per semester, depending on the number of payments (ACH & credit card)
- \$25 returned payment fee if a payment is returned

## To Enroll in the Payment Plan

- Go to [www.reynolds.edu/ecashier](http://www.reynolds.edu/ecashier)



J. Sargeant Reynolds  
Community College

Parham Road Campus,  
Downtown Campus,  
& Western Campus  
PO Box 85622  
Richmond, VA 23285  
[www.reynolds.edu](http://www.reynolds.edu)

## Target Dates To Enroll By

### Summer 2009 *e-Cashier available on April 13, 2009.*

Last day to enroll online	Required down payment	Number of payments	Months of payments	Enrollment fee
May 7	40%	2	May & June	\$45
May 22	60%	1	June only	\$45

### Fall 2009 *e-Cashier available on July 13, 2009.*

Last day to enroll online	Required down payment	Number of payments	Months of payments	Enrollment fee
Aug 7	40%	3	Aug–Oct	\$40
Aug 21	60%	2	Sept & Oct	\$45

### Spring 2010 *e-Cashier available on November 9, 2009.*

Last day to enroll online	Required down payment	Number of payments	Months of payments	Enrollment fee
Dec 8	40%	3	Dec–Feb	\$40
Jan 6	60%	2	Jan & Feb	\$45
Jan 8	60%	1	Feb only	\$45

**NOTE:** All down payments are processed immediately!

### e-Cashier Availability

Availability of e-Cashier is determined by J. Sargeant Reynolds Community College. Please be aware the college may elect not to have e-Cashier available during specific times and dates during registration.

Please do not assume your balance will automatically be adjusted if financial aid is received or a class is dropped or added. You should review your agreement balance online through My FACTS Account or call the J. Sargeant Reynolds Community College Business Office at 804.523.5186 to confirm the change.



formerly FACTS Management Co.

**For additional help,  
please call us at  
800.609.8056.**

Customer service representatives are available  
Monday through Thursday, 7:30 am to 7:00 pm (CST),  
and Friday, 7:30 am to 5:00 pm.