

iPlan Set-Up Instructions

***for complete information: LUC.edu/iPlan**

LOCUS Navigation

Students: Login thru **LOCUS**, select **Financial Account** tile> **Installment Plan-iPlan**

Parent Guest: Login thru **LOCUS**, select **General Access** tile> **Installment Plan-iPlan**

Academic Choices

Career: Undergraduate Academic Program: UBUS

*Attending Full Time? Yes No Yes

Class Code: Second Year Yes No

H.S. Graduation Date: 05/01/2022

*Installment Plan: Annual (Fall & Spring)

*Attending in Non-US Location? No Yes Which Term? Fall Spring

International Program: Yes No

Plan Type

Select whether you are a full- or part-time student and choose to enroll in an annual (Fall & Spring) or term (Fall or Spring) iPlan. **NOTE:** Plan availability depends on enrollment date.

Charges/ Credits

The iPlan Budget Wizard will then take you through **steps 1-6**, during which it will pull in your tuition, mandatory fees, on-campus housing and meal plan charges, in addition to your expected loans and scholarships from your financial aid award for the **Fall semester** (annual / Fall term plan set-up) or **Spring semester** (Spring term plan set-up).

As you proceed through the steps, you can see the changes in the **"budget summary"** totals at the bottom of the screen.

If any of the information appears incorrect or you have additional loans or scholarships, you will be able to account for these items in a later step.

Tuition

Estimated Tuition Charges: 25,135.00

Actual Tuition Charges: 0.00

Budget Summary

Current Charges: 25,135.00

Prior Charges: 0.00

Total Credits: 0.00

Total: 25,135.00

Previous Save Next Step 1 of 14

Room

Estimated Room Charges: 0.00

Actual Room Charges: 0.00

Room Selection

Description	Amount
<input type="checkbox"/> Fairfield Hall Double Studio	5,300.00
<input type="checkbox"/> Fairfield Hall Double(1 Bdrm)	5,750.00
<input type="checkbox"/> Fairfield Hall Quad	5,300.00
<input type="checkbox"/> Fordham Hall Std Dbl	5,300.00
<input type="checkbox"/> Fordham Hall One Bdrm Double	5,750.00
<input type="checkbox"/> Fordham Hall Quad	5,300.00
<input type="checkbox"/> Santa Clara Hall Double	6,350.00
<input type="checkbox"/> Santa Clara Hall Quad	5,300.00
<input type="checkbox"/> Georgetown Double	5,750.00

Fall Loans

Fall Loans: 0.00

Budget Summary

Current Charges: 29,283.00

Prior Charges: 0.00

Total Credits: 0.00

Total: 29,283.00

Previous Save Next Step 5 of 14

Fees

Estimated Mandatory Fees: 4,148.00 [Waiver for Health Insurance](#)

Actual Mandatory Fees: 0.00

Fee Selection

Description	Amount
<input type="checkbox"/> CTA U-Pass	155.00
<input type="checkbox"/> Technology Fee	125.00
<input type="checkbox"/> Student Health Ins. Fee-UHC	3,430.00
<input type="checkbox"/> Student Development Fee	438.00

Budget Summary

Current Charges: 29,283.00

Prior Charges: 0.00

Total Credits: 0.00

Total: 29,283.00

Previous Save Next Step 2 of 14

Meals

Estimated Meal Charges: 0.00

Actual Meal Charges: 0.00

Meal Plan Selection

Description	Amount
<input type="checkbox"/> 5 Day All Access #1 Resident	2,925.00
<input type="checkbox"/> 5 Day All Access #2 Resident	3,025.00
<input type="checkbox"/> 7 Day All Access #1 Resident	3,005.00
<input type="checkbox"/> 7 Day All Access #2 Resident	3,105.00
<input type="checkbox"/> Declining Balance Commuter-Mid	1,000.00
<input type="checkbox"/> Declining Balance Commuter-Sm	550.00
<input type="checkbox"/> Block Meal Plan-30 Commuter	600.00
<input type="checkbox"/> Block Meal Plan-100 Commuter	1,400.00

Fall Scholarships

Fall Scholarships: 0.00

Budget Summary

Current Charges: 29,283.00

Prior Charges: 0.00

Total Credits: 0.00

Total: 29,283.00

Previous Save Next Step 6 of 14

1

2

3

4

5

6

***For annual plans, steps 7-12 of the iPlan Budget Wizard concern the Spring semester and are a repeat of steps 1-6. During these steps, your estimated charges and credits will be taken into account.**

Other Credits

Step 7 (term plan set-up) or **step 13** (annual plan set-up) is available if you would like to include any “other credits” in your iPlan that were not included in previous steps of the Budget Wizard.

FAMILY CONTRIBUTIONS*

may include lump-sum payments such as student savings or contributions from a Prepaid 529 Tuition plan.

FINANCIAL AID LOANS*

ONLY include loans that you’ve applied for, but that are not yet added to your official financial aid award.

FINANCIAL AID SCHOLARSHIPS*

ONLY include confirmed outside scholarships not yet added to your official financial aid award.

Credits

Other Credits:	0.00
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Family Contribution

	Description	Amount	Term		
1	<input type="text"/>	<input type="text"/>	<input type="text" value="v"/>	<input type="button" value="+"/>	<input type="button" value="-"/>

Financial Aid Loans

	Description	Amount	Term		
1	<input type="text"/>	<input type="text"/>	<input type="text" value="v"/>	<input type="button" value="+"/>	<input type="button" value="-"/>

Financial Aid Scholarships

	Description	Amount	Term		
1	<input type="text"/>	<input type="text"/>	<input type="text" value="v"/>	<input type="button" value="+"/>	<input type="button" value="-"/>

Budget Summary

Current Charges:	55,136.00
Prior Charges:	0.00
Total Credits:	0.00
Total:	55,136.00

*Other Credit Due Dates:

Sept. 5 for the Fall Term
Jan. 5 for the Spring Term

Budget Plan Summary:

Fall 2023	Spring 2024
Tuition: 25,135.00	Tuition: 25,135.00
Fees: 4,148.00	Fees: 718.00
Room: 0.00	Room: 0.00
Meal: 0.00	Meal: 0.00
Term Charges: \$29,283.00	Term Charges: \$25,853.00
Loans: 0.00	Loans: 0.00
Scholarships: 0.00	Scholarships: 0.00
Term Credits: \$0.00	Term Credits: \$0.00

Charges:	55,136.00	Installation Plan Type:	12 Month Plan
Prior Plan Rollover:	0.00	Number of Installments:	12
Total Charges:	\$55,136.00	Installation Amount:	\$4,594.67
Credits:	0.00	<small>Your budget is NOT YET FINALIZED, please click next!</small>	
Other Credits:			
Total Credits:	\$0.00		
Total Budget:	\$55,136.00		

Step 14 of 14

Finalize Plan

In **step 8** (term plan set-up) or **step 14** (annual plan set-up), you will see a summary of the iPlan you have created. The charges are shown separated by type and term(top) and then combined into a “Total Budget” (bottom). It is during this step that you select how many installments you would like to break up your total budget into from the options available (dependent on enrollment date).

After clicking “next” on this step, you will be given the option to “**finalize version**” of the plan you have created, or “**edit**” the plan. If you select “edit,” you will again be taken through the set-up wizard.

Enter Payer Details & Agree to Terms

After clicking “finalize version,” you must **complete the payer details form and agree to the terms and conditions** of the iPlan to ensure your plan is activated.