Message to Faculty and Staff

The total cost of processing credit cards for tuition and fee payments for the 2010-11 academic year was $285,903. Historically, Western Carolina University has absorbed these costs. However, due to on-going budget cuts, the University can no longer absorb these costs. We also do not want to assess students an additional fee or take the funds from current budget lines. Therefore, **effective July 2, 2012**, the following changes will occur:

1. A **convenience fee of 2.75%** will be assessed for credit card payments made on student accounts through MyCat /Bill+Payment. The minimum fee charge is $3.00.
2. **VISA debit/credit card payments will no longer be accepted** for payments made on student accounts. VISA does not allow a fixed percentage rate convenience fee and therefore is being discontinued as a payment option for student accounts.
3. **Discover, American Express, and MasterCard** payments will continue to be accepted, subject to the convenience fee.

The following ***free*** methods of payment may continue to be used:

* **WebCheck**

Students and authorized users may have funds transferred from a checking account through MyCat /Bill+Payment.

* **Mailing a check**

Checks may be mailed to the Student Accounts Office, 119 Killian Annex.

* **Payment at the OneStop**

Payments may be made by cash, check or money order at the OneStop in Killian Annex.

Students may also continue to sign up for a payment plan with Tuition Management Systems. There is an enrollment fee which varies according to the monthly payment plan selected. For more information and enrollment, please visit [www.afford.com/wcu](http://www.afford.com/wcu) .

The convenience fee applies to all payments made using Bill+Payment through MyCat on tuition, base meal plans, housing, fines and parking tickets. Students may continue to use VISA debit/credit cards on the special payments webpage, specialpayments.wcu.edu , to make payments for catcash, orientation, and tuition and housing deposits. VISA may also be used at other departments on campus including the Bookstore, Catamount Clothing and the Aramark convenience stores.

The following UNC schools have already adopted the convenience fee model: UNC Asheville, UNC Greensboro, UNC Wilmington, East Carolina, NC State, UNC Chapel Hill and UNC School of the Arts. We have contacted several of these schools and will use their experience and recommendations to make the transition as smooth as possible.

For additional information, please see the Frequently Asked Questions at creditcardfaq.wcu.edu or contact Nancy S. Brendell at 227-3102.