iPLAN ENROLLMENT
2023-2024

ANNUAL PLANS: $105 (added to first installment)

Annual iPlans budget a full academic year (Fall & Spring) over 9-12 monthly installments. Prior term balances may not be included.

Plan Type	Sign-up Begins	Sign-up Ends	1st Installment Due	Last Installment Due
12-Month	May 9, 2023	June 5, 2023	June 5, 2023	May 5, 2024
11-Month	May 9, 2023	July 5, 2023	July 5, 2023	May 5, 2024
10-Month	July 9, 2023	Aug. 5, 2023	Aug. 5, 2023	May 5, 2024
9-Month	July 9, 2023	Sept. 5, 2023	Sept. 5, 2023	May 5, 2024

TERM PLANS: $70 (added to first installment)

Term iPlans budget the Fall OR Spring Semester ONLY over 3-5 monthly installments. Prior term balances may not be included.

FALL TERM

Plan Type	Sign-up Begins	Sign-up Ends	1st Installment Due	Last Installment Due
5-Month	July 9, 2023	Aug. 5, 2023	Aug.5, 2023	Dec. 5, 2023
4-Month	July 9, 2023	Sept. 5, 2023	Sept. 5, 2023	Dec. 5, 2023
3-Month	July 9, 2023	Sept. 5, 2023	Oct. 5, 2023	Dec. 5, 2023

SPRING TERM

Plan Type	Sign-up Begins	Sign-up Ends	1st Installment Due	Last Installment Due
5-Month	Dec. 9, 2023	Jan. 5, 2024	Jan. 5, 2024	May 5, 2024
4-Month	Dec. 9, 2023	Feb. 5, 2024	Feb. 5, 2024	May 5, 2024
3-Month	Dec. 9, 2023	Feb. 5, 2024	March 5, 2024	May 5, 2024

GRADUATE SCHOOL OF BUSINESS PLANS

Beginning academic year 2023-24, Graduate School of Business students will only have access to the 3-month Term Plans below.

Plan Type	Sign-up Begins	Sign-up Ends	1st Installment Due	Last Installment Due
Fall Plan	July 9, 2023	Sept. 5, 2023	Sept. 5, 2023	Nov. 5, 2023
Winter Plan	Nov. 9, 2023	Dec. 5, 2023	Dec. 5, 2023	Feb. 5, 2024
Spring Plan	Feb. 9, 2024	March 5, 2024	March 5, 2024	May 5, 2024

iPLAN SET-UP INSTRUCTIONS

LOCUS NAVIGATION

Login to LOCUS at **LUC.edu/LOCUS** using your Loyola universal ID and password. Select **the Financial Account tile** on the web page, then **Installment Plan - iPlan**. Click **View/Create iPlan**, read the welcome message and then click "**Next**" at the bottom of the screen to start the iPlan Wizard.

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 / CREDIT

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.

*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 529 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.

Family Contributions are due **August 5th and **January 5th for the fall and spring term, respectively**. All Financial Aid Loans and Scholarships are due by August 5th.*

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 (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 back 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. Your account will be charged the non-refundable iplan enrollment fee.