

Dear,

Students have the option to pay their University Housing fee by the Installment Plan or to Pay in Full.

For the 2020-21 academic year University housing, you selected:

Payment Option Pay In Full

Room Type

Meal Plan

Service fee you paid \$-275.00

If you choose to Pay in Full, the entire academic year fee must be paid by Friday, August 28th at 5p.m. We have included the Housing fees below for your reference. If the full payment is not received by 5 pm August 28th, you will be considered on the Installment Plan and the \$40 Installment Plan charge will be added to your account.

If you elect to Pay in Full, here's how to make your payment:

Full payment by PAYING ONLINE:

1. Log into your MyCSULB account
2. Go to "Student Center"
3. Click on "Make a Payment"
4. On the screen, click on "Make a Payment"
5. Click on "Go to Payment Website" (if it appears)
6. Click on "Pmt Housing Restric Pmt Plan" or "Pre-Pay" (note: if see fall housing charges on account at time of payment. select all that apply and put in difference on "Pmt Housing Restic Pmt Plan" or "Pre-Pay" to cover the remainder of charges slated for Spring term)
7. Enter the full amount that you need to pay based on your selections (see below for the amount required to pay in full.)
8. **VERY IMPORTANT:** Once this payment is made, inform the housing office as soon as possible at housing@csulb.edu. We need to know so that we can make sure your payment was applied to housing correctly.

Full payment by CHECK (mailing in):

1. Make the check out to CSULB
2. Write your name and Student ID on the check
3. Fill out the attached payment slip
4. Mail your check with payment slip to
CSULB
1250 Bellflower Blvd. BH-155
Long Beach, CA 90840-0103

Note: Payment must be received by Cashier's Office by 5 p.m. August 28th. The postmark date is not considered in this case.

IF PAYING BY FINANCIAL AID or INSTALLMENT PAYMENT:

If you selected Pay In Full on your application and expect to pay with Financial Aid, you must inform us by email to change your payment option to "Installment Payment Plan". Financial Aid disburses funds by the semester and not for the entire academic year. If you selected to Pay in Installments on your application, no further action is required at this point. The one time installment fee of \$40 will be placed on the account and should be covered by the service fee you paid.

The Housing License Fee for this academic year is as follows:

Note: the total amount shown for each room and meal option includes the \$60 Social Fee.

To calculate what you need to pay in order to be PAID IN FULL BY August 28, 2020:

total cost minus service fee paid = paid in full amount to send in

Note: If you have the FLEX Dollars option you need to add \$300 total to your Pay In Full calculations

Room Type	Meal Plan	Social Fee	Total Cost	minus service fee	Pay In Full
Double	10 Meal Plan	\$60	\$	-275.00	
Double	210 Block Plan	\$60	\$	-275.00	
Double	19 Meal Plan	\$60	\$	-275.00	

Reminder if you chose to have the Flex Dollars you need to add \$300 to your total due calculations.

If you have any questions do not hesitate to contact us at housing@csulb.edu or 562-985-4187. Or make sure you're following CSULB Housing on Facebook! We have a Facebook Live session video from last year that went over Billing & Payment.

Sincerely,
Roshan Jayasinghe
Housing Occupancy Analyst

Housing & Residential Life
California State University Long Beach

This is an automated message, if you have questions email or call the housing office at 562.985.4187