



December 4, 2023

Dear Pace family member:

Pace University's spring 2024 registration is now underway. To ensure that your student is prepared for next semester, please read the following information outlining billing deadlines and our nonpayment process.

The spring bill payment will be due January 4, 2024. This means that your student must finalize financial arrangements to satisfy their bill before this date. **Students who have not arranged payment by January 4, 2024, will be charged a late fee, and anyone with an account not in good standing will be dropped from Spring 2024 semester classes for nonpayment as of January 10, 2024.**

To be ready to meet this important deadline:

- Students should register for spring 2024, if they have yet to do so.
- Access spring 2024 bill via the [Student Payment Portal](#) within 48 hours of registering. If applicable, financial aid will be credited to the bill within a business day of registration.
- If applicable, provide any forms or documents to Financial Aid.
- Review payment arrangement options on Pace's [payment information webpage](#). Enroll in a spring payment plan before the fall semester ends to spread your payments over all months available.

If your student needs assistance with resolving challenges, we're offering dedicated in-person support at our upcoming pop-up Student Solutions Centers. No appointment is necessary.

Student Solutions Center NYC
Tuesday, December 5–Thursday, December 7
10:00 a.m.–5:00 p.m.
One Pace Plaza, 5th floor (Lubin Lounge)

Student Solutions Center PLV
Tuesday, December 5–Thursday, December 7
10:00 a.m.–5:00 p.m.
Mortola Library, 1st Floor (Birnbaum Conference Room)

Representatives from the Office of the Registrar, Student Accounts, Financial Aid, and Academic Advising will also be available to assist students with establishing a payment plan and/or initiating a student loan(s) as needed, questions about transfer credits, granting authorized user access for billing and payment, federal financial aid verification, accepting loans, and more.

Your student's success is our priority, and we understand that dealing with billing and registration issues can be stressful.



If you have additional questions, please contact the Student Accounts Office at (877) 672-1830, by email at studentaccounts@pace.edu, or [schedule an appointment](#).

Yours Truly,

A handwritten signature in black ink that reads "Diego Quante". The signature is written in a cursive style with a large initial 'D'.

Diego Quante
University Director, Student Accounts