

Tidewater Community College Payment Plan – Important Dates

	Spring 2019
Payment plan available	Oct 29 - Jan 10
First date payment plan is available	Oct 29
Last date to create a 20% down payment contract	Nov 10
Last date to request adjustment before first installment payment is processed	Nov 11
First payment date*	Nov 16
Last date to enter into a 40% down payment contract	Dec 10
Last date to request decrease before second installment payment is processed	Dec 11
Second payment date*	Dec 16
Tuition due date	Dec 17
Last date payment plan is available for establishing new contracts (50% down payment contract)	Jan 10
Last date to request decrease before third installment payment is processed	Jan 11
Third payment date*	Jan 16
Last date to increase agreement balance** (within college business hours)**	Jan 18
Last date to terminate agreement** (within college business hours)**	Jan 25
Guarantee agreement date -Termination notices sent by TMS on or before this date	Jan 28
Last date to request decrease before fourth installment payment is processed	Feb 11
Fourth payment date*	Feb 16
Refunds processed for agreements cancelled prior to the Guarantee date	Feb 21
Last date to decrease balance	Feb 21
Refunds processed for payment plan	Mar 28

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***Payments are always processed on the 16th of each month unless it is a holiday or weekend. In these cases, payments are processed on the next business day.**

****Requests made on the last day to increase or terminate must be made within college business hours to be approved.**

Note: Changes to enrollment will not automatically change payment plan contract amounts. Any adjustments to a payment plan must be made by logging into the TMS payment plan via the payment plan portal, <https://tcc.afford.com/>.

TMS will notify the school and the school will either approve or deny the adjustments based on the student's enrollment shown in SIS.

Adjustments must be completed before the adjustment deadline as indicated on the payment plan calendar above.

After the last day to increase payment plan contract amounts, the student is responsible for paying the college directly for any additional classes or those classes will be dropped.