**12.06.23 BILLING STATEMENT**

This is to inform you that a billing statement has been processed for Spring 2024 and is ready to view in Madison Money Manager (M3).

Spring balances not covered by financial aid, the installment payment plan, or other listed pending credits are due in full by Friday, January 12, 2024. For questions about your statement, please contact the University Business Office (540/568-6505 or [ubo@jmu.edu](mailto:ubo@jmu.edu)).

If you are expecting financial aid and it is not listed as a pending credit, please contact the Financial Aid Office at 540/568-7820.

Students can view, print, and pay statements by logging into MyMadison at <https://mymadison.jmu.edu> - and clicking on the "M3 – My Student Account" link, which is located in their Student Center via the student tab in MyMadison.

Authorized Users can view, print, and pay statements at <https://commerce.cashnet.com/JMU_PROD_WEB>. If you are an Authorized User and don't know your password, click the "Forgot Password" link on that screen to reset your password.

If you already have a semester payment plan and the statement indicates a balance that you want to include in the payment plan, please call the University Business Office during business hours at 540/568-6505.

If you have a Spring balance and want to set up a new installment payment plan, you may do so at <https://jmu.myonplanu.com/> the site for our payment plan vendor OnPlanU. If you have questions on your installment plan, please call the University Business Office during business hours at 540/568-6505.

IMPORTANT: The University will be closed for the winter break from December 19th through January 1st. Any payments received during the break will be posted as quickly as possible when we return in January. If your mailed payment has not posted, please be patient while we process the large volume of mail we receive at this time of year. We will ensure that any payment that arrives in our office by Thursday December 14th will post to the student account in 2023. Echeck and credit card payments made by the end of the day on Friday, December 29th will post to the student account in 2023. Other payments will post in 2024.

Further information can be found at <http://www.jmu.edu/ubo>.