Step by Step Instructions with Screen Shots

Select Term-

Personal Information Student Financial Aid	
Search Go	
Select Term	
Select a Term: Spring Semester 2022 V	
RELEASE: 8.2 TBR8: 1.2 © 2022 Ellucian Company L.P. and its affiliates.	

Select "Pay Now"

Descriptio	on Charge	Dayment	Balance	Dave Manuel	
Description	menarge	Payment	Dalance	Payingw	
Tuition	\$200	.00			
	Net Term I	Balance	\$200.00		
	Net Balanc	e for Other Tern	ns: \$0.00		
	Account Ba	alance:	\$200.00		
📔 No Aut	horized Financia	I Aid exists on your	record for the	selected term.	
Authorize Account	d Financial A Balance net	id as of Mar 11, . of Authorized Fir	2022 nancial Aid:	\$200.00	
Current	Due net of Au	uthorized Financ	ial Aid:	\$200.00	
No pen	ding transaction	ns exist on your reco	rd for the sele	cted term.	
Memos as	of Mar 11, 2	022			
Account	Balance net	of Authorized Fin	nancial Aid	and Memos:	\$200.00
Current	Due net of Au	uthorized Financ	ial Aid and	Memos:	\$200.00

Select "Continue"



Select "Enroll in Payment Plan"

Student Account		IC	: xxxxx9580
Balance			\$200.00
	View Activity	Enroll in Payment Plan	Make Payment

Select term for Payment Plan and then "Select"

ayment Plan Enrollment

	a						
Se	lect			Schedu	ule		Agreen
Select Term	Select Term		~	Select			
	Select Term Spring 202						
ayment Pla	an Enrollm	ent					
Se	lect		Sche	dule		Agreement	
			✓ Select				
Select Term	Spring 2022		Juncti				
Select Term Name	Spring 2022	Setup Fee	Required Do	own Payment	Installments	Late Payment Fee	Action

Select "Continue"

Eligible Charges and Credits			Payment Schedule	e		
Description	Charges(\$)	Credits(\$)	The payment plan schedule provided below only inclu charges and credits that are eligible for the payment Any additional amounts owed as reflected below will			
Registration Tuttion	Bal	to paid separately. Yo amount not included You owe an addition	ou may make a payn d in the plan after en aal \$0.00	nent toward the rolling in the plan.		
	Required down payment	100.00	Description	Due Date	Amount(\$)	
	Additional down payment	0.00	Setup fee	Due now	25.00	
			Down payment	Due now	100.00	
			Installment 1	3/18/22	100.00	
				Total of insta	llments: 100.00	
				Total due now: 125.0		
				Back	Cancel Continu	

Setup Payment Method OR Choose Existing Payment Method and then "Continue"

Sele	ect	Schedule	Payment	Agreement
This plan requires so	cheduled payments.			
 You must pay All installment You are responsed If installment 	the plan fees before enrollm ts are paid automatically on t nsible for making sure that t amounts change due to new	tent can be processed. their due dates. The payment me he payment method remains vali charges or credits, the amounts	thod you choose will be used for all the d for the duration of this payment plan. of scheduled payments will adjust accor	e payments. dingly.
Amount	\$125.00			
Method	Credit or Debit Card	~		
Account Inform	mation			
* Indicates required fi	ields			
*Card number:	T			
VISA	Visa ···· 5192 Evolution 01/24			Back Cancel Cont
Electronic Check	ge payment methods	personal checking or savings acc	ount.	
Electronic Chemeric	pe payment methods. from a pan Enrollme	personal checking or savings acc	ount.	
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Electronic Che	an Enrollme	personal checking or savings acc nt Schedule	ount.	Agreement
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Review Payment Plan Agreement

Payment Plan Agreement

- You must scroll through the full agreement and select "I agree" to continue.
- By agreeing and continuing, you will also be submitting a payment today of \$125.00 as a part of your enrollment

Please read the following agreement carefully before you continue.

Annual Percentage Rate	The cost of your credit as a yearly ra	te.			0.00%
Finance Charge	The dollar amount the credit will cost fees.	st you, including all			\$25.00
Amount Financed	The amount of credit provided to yo	ou or on your behalf.			\$100.00
	2				
Total of Payments	The amount you will have paid after payments as scheduled.	you have made all			\$125.00
Today's payment amount:	\$125.00				
Today's payment date:	3/11/22				
Credit card type:	Visa				
Card account number:	4XXXXXXXXXXX9303				
I agree to the terms an	d conditions.				
	Print Plan Amour	ts Print Agreement	Back	Cancel	Continue

Agree to the "terms and conditions" and then "Continue"

