

# Signing up for the Payment Plan

Sign up for a Payment Plan in the [Payment Portal](#) using your net ID and password to login. Once you are logged in, click on the Payment Plan option on the menu bar or in the student account box mid-page.

**\*Financial Aid and/or credits can be used towards your down payment. However, you must wait until after your aid is disbursed.**

My Account Make Payment **Payment Plans** Refunds Help

Announcement

Welcome to the SBS Bill and Payment application!

Payment for Fall 2014 tuition, fees, room and board are due by August 21, 2014 at 6pm. A payment plan is available.

The Billing and Payment site will be down for maintenance June, 6, 2014 from 2:00 a.m. - 6:00 a.m.

Financial Aid refunds will be processed on Mondays. Please allow 24 to 72 hours for your funds to be available.

Save time when paying. Set up a preferred payment profile in the [Payment Profile](#) page.

To sign up for direct deposit of your refunds, complete your setup in the [Refund Account Setup](#) page.

I would like to pay...  Go!

Student Account ID: xxxxx6679

Balance \$3,011.38

View Activity **Enroll in Payment Plan**

My Profile Setup

- Authorized Users
- Payment Profile
- Electronic Refunds
- Auto Bill Pay
- Notifications

Term Balances

At the **Payment Plan** screen, do the following:

1. Select the correct term from the drop down menu. Click **Select**

My Account Make Payment Payment Plans Refunds Help

Select Schedule Agreement

You are not yet enrolled in a payment plan for the current term. To enroll in a payment plan, select Enroll Now.

Select Term  Select

Select Term

Summer 2017

1

2. Click **Details** to review terms.
3. Click **Select** to schedule the plan.

My Account   Make Payment   Payment Plans   Refunds   Help   My I

Select   Schedule   Agreement

You are not yet enrolled in a payment plan for the current term. To enroll in a payment plan, select Enroll Now.

Select Term: Summer 2017   Select

Plan Name	Setup Fee	Required Down Payment	Installments	Late Payment Fee	Action
50/50 Summer 2017 Payment Plan-ELP Admin	\$30.00	\$0.00	2	\$25.00	Details <b>Select</b>

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50/50 Summer 2017 Payment Plan-ELP Admin   ×

Enrollment in this plan is for a down payment and one installment payment.

Enrollment and down payment (50%) due May 30, 2013  
2nd installment (50%) due July 3, 2013

If you don't have sufficient funds to cover the 1st installment, you can apply for an Emergency Tuition Loan. Please apply by clicking [here!](#)

Term(s): Summer 2017

Enrollment deadline: 12/31/17

Scheduled payments: Optional

Setup fee: \$30.00

Eligible charges and credits: \$3,921.38

Required down payment: None

Due at enrollment: \$0.00

Number of payments: 2

Installment payments: Not Available

Payment frequency: Fixed Dates

Late payment fee: \$25.00

3   Cancel   **Select**

4. Review your payment schedule and due date information. Specify if you would like your payments to be scheduled or not. Click **Continue**.

### 50/50 Summer 2017 Payment Plan-ELP Admin

Please review your payment schedule carefully before completing your enrollment. Also, please note that amounts listed on this page may include account activity that is more recent than any billing statement you might have received. In the [Account Activity page](#), you can review all recent charges and credits to your account.

#### Eligible Charges and Credits

Description	Charges(\$)	Credits(\$)
Tuition	2,090.00	
Emergency Loan	921.38	
Payment plan setup fee	30.00	
	<b>Balance: 3,041.38</b>	

#### Payment Schedule

Description	Due Date	Amount(\$)
Installment 1	1/5/18	1,520.69
Installment 2	1/26/18	1,520.69
		<b>Total of installments: 3,041.38</b>

#### Set up Automatic Payments

Would you like to set up payments to be made automatically on the dates shown above?

- Yes, I want to set up my payments. Let me choose the payment method that will automatically be used to make a payment on each due date.
- No, I don't want to set up payments. I will come back and make each payment on or before the due date.

5. Check to agree to the terms of the agreement. Click **Continue**.

Payment Plan Agreement

You must scroll through the full agreement and select "I agree" to continue.

Please read the following agreement carefully before you continue.

Annual Percentage Rate	The cost of your credit as a yearly rate.	0.00%
Finance Charge	The dollar amount the credit will cost you, including all fees.	\$30.00
Amount Financed	The amount of credit provided to you or on your behalf.	\$3,011.38
Total of Payments	The amount you will have paid after you have made all payments as scheduled.	\$3,041.38

For the Emergency Loan Plan - an origination fee of 1.25% of the original loan amount will be added to your plan.

**IMPORTANT:** Effective May 1, 2012 there is a 2.75% convenience fee associated with credit card payments. This non-refundable fee will be taken at the time of payment.

You have the right to receive at this time an itemization of the Amount Financed. Select View Worksheet below for a printable version of this itemization.

If you pay your plan off early, you will not have to pay a penalty and you will not be entitled to a refund of part of the finance charge or origination fee.

I, **Staci M. Wade**, hereby agree to pay the balance deferred as stated in this agreement in 2 installment payments on or before the due date specified for each installment. I understand that **INSTALLMENT AMOUNTS MAY CHANGE** over time to account for any new charges, payments, or financial aid adjustments. I also agree to pay the payment plan setup fee of \$30.00. I understand that a \$25.00 late fee will be assessed for each installment payment. Emergency Tuition plans bear a monthly late fee of \$25.00

I UNDERSTAND THAT A STUDENT WHO FAILS TO MAKE FULL PAYMENT OF TUITION AND FEES OR TUITION LOAN INCLUDING ANY INCIDENTAL FEES, BY THE DUE DATES SPECIFIED MAY BE PROHIBITED FROM REGISTERING FOR AND/OR DROPPING CURRENT CLASSES UNTIL FULL PAYMENT IS MADE. I FURTHER UNDERSTAND THAT A STUDENT WHO FAILS TO MAKE PAYMENT PRIOR TO THE END OF THE SEMESTER MAY BE DENIED CREDIT FOR THE WORK DONE THAT SEMESTER. Failure to pay this agreement as specified entitles Texas State University to withhold grades, diplomas, official transcripts as well as deny enrollment in future payment plans. I understand that should I withdraw from the university, that I am still responsible for any unpaid charges and any additional charges associated with my withdrawal. I also agree to pay all attorney fees, legal expenses, and collection costs related in collection of this debt.

Installment 1 in the amount of **\$1,520.69 due on 1/5/18**.

Installment 2 in the amount of **\$1,520.69 due on 1/26/18**.

This agreement is dated Thursday, November 16, 2017.

For fraud detection purposes, your internet address has been logged:

147.26.144.241 at 11/16/17 2:46:11 PM CST

**ANY FALSE INFORMATION ENTERED HEREON CONSTITUTES AS FRAUD AND SUBJECTS THE PARTY ENTERING SAME TO FELONY PROSECUTION UNDER BOTH FEDERAL AND STATE LAWS OF THE UNITED STATES. VIOLATORS WILL BE PROSECUTED TO THE FULLEST EXTENT OF THE LAW.**

To revoke this authorization agreement you must contact **cb11@txstate.edu**.

Print and retain a copy of this agreement.

Please check the box below to agree to the terms and continue.



I agree to the terms and conditions.

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Print Worksheet

Print Agreement

Back

Cancel

Continue

6. Continue until payment process is complete and the following message is displayed:  
**Your enrollment in the \_\_\_\_\_ payment plan was successful.**

The screenshot shows a web application interface with a dark red navigation bar at the top. The navigation bar contains a home icon, "My Account", "Make Payment", "Payment Plans", "Refunds", "Help", and "My Profile". Below the navigation bar, the page title is "Payment Plans". There are two tabs: "Manage Plans" (active) and "Plan History". A green circle with the number "6" is positioned to the left of the main content area. A yellow message box with a green border contains the text: "Your enrollment in 50/50 Summer 2017 Payment Plan-ELP Admin was processed successfully." Below this message box, another yellow message box contains the text: "There are no active plans available at this time."