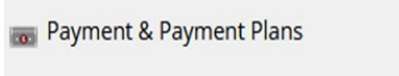


## Past Due Payment Plan Enrollment

1. Students can login to [CIS](#).
2. Select Tuition and Loans Tile.



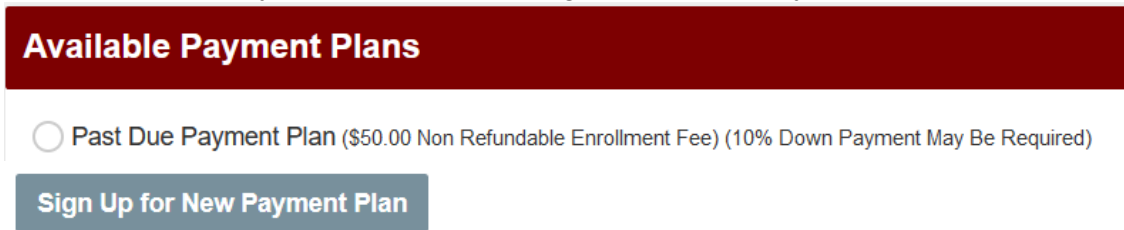
3. Select Payments and Payment Plans



4. Select Payment Plan



5. Select Past Due Payment Plan and then Sign Up for New Payment Plan



6. Complete Budget Worksheet

Past Due Payment Plan			
Charges	Values	Credits	Values
Past Due Amount	<input type="text" value="0.00"/>		
Payment Plan Balance			0.00

Enter Past Due Amount

7. Enter and select Payment Date of the 5<sup>th</sup> or 20<sup>th</sup> for your scheduled monthly payments

PAYMENT DATE	PAYMENT DATE
<input type="text" value="5th"/>	<input type="text" value="20th"/>

8. Select Payment Method and complete payment

Payment Method:

9. Read and Accept payment plan agreement.

Please contact Income Accounting and Student Loan Services with any questions or concerns at (801) 581-7344.