## Detailed directions for enrolling in a payment plan.

Enroll in the payment plan via myWCU and click on the Student Financials Tile, then select Enroll in Payment Plan:

< Student Homepage
My Bill/Account Summary
Tiew Account Summary
📔 Make a Payment (Quikpay)
Enroll in Payment Plan
Enroll in Direct Deposit
📔 Dining/Meal Plan

Select the Payment Plan option from the Message Board in QuikPAY:

	Message Board	Message Board
	Payment Profiles	Welcome to the <i>QuikPAY<sup>R</sup></i> system. Through <i>QuikPAY<sup>R</sup></i> , you are conveniently able to:
	Authorize Payers	manage your payment promes     authorize others to make payments on your behalf     view your account etatus
	User Preferences	view your account status     quickly make payments to your account     and more - all online!
	View & Pay Accounts	Please choose from the list of options located in the column to the left.
	Transaction History	<i>QuikP</i> AY <sup>R</sup> also offers context-sensitive help. Simply click on the question mark next to a field to get help.
	Direct Deposit	
	Payment Plan	
	Messages	

Select from the Available Payment Plans and click on the "Sign Up for New Payment Plan" link:

	Message Board	Payment Plans
	Payment Profiles	Nelnet Campus Commerce may be able to provide you with the opportunity to budget your payments over time.
	Authorize Payers	Advantages
	User Preferences	<ul> <li>Low, one-time enrollment fee for each Payment Plan</li> <li>Budget payments into smaller, monthly installments</li> <li>Automatically deduct your payment from the account you designate during the enrollment process</li> </ul>
	View & Pay Accounts	Available Payment Plans To enroll in a new payment plan, select a Payment Plan from the options below and click the "Sign Up for New Payment Plan" button.
	Transaction History	Active Payment Plans To view the detail of an active plan and to change the payment method for your plan, click the "View Details" link for that particular plan.
	Direct Deposit	Available Payment Plans
	Payment Plan	Fall 2018 (\$35.00 Non Refundable Enrollment Fee) (25% - 50% Down Payment May Be Required)
	Messages	Sign Up for New Payment Plan

View the Budget Worksheet and click Continue for a breakdown of charges for each payment plan option:

## Budget Worksheet

Fall 2018						
Charges	Values	Credits	Values			
Current Charges 10128.80		Anticipated Aid	0.00			
Payment Plan Balance	9			10128.80		
	Back Continue	Cancel				

View options and choose the payment plan that best fits your needs:

## Payment Plan Options

Please select a payment plan option.

Options					
Term	Estimated <sup>†</sup> Balance	Down Payment	Estimated <sup>†</sup> Balance (Adjusted)	Installments	Estimated <sup>†</sup> Installment Amount
<ul> <li>4 installments; 25% Down, 3 Subsequent Payments starting</li> <li>September 2018 (Enrollment Fee: \$35)</li> </ul>					
Fall 2018	\$10,128.80	\$2,532.20 (25%)	\$7,596.60	3	\$2,532.20
<ul> <li>3 Installments; 33% Down, 2 Subsequent Payments starting</li> <li>September 2018 (Enrollment Fee: \$35)</li> </ul>	_				
Fall 2018	\$10,128.80	\$3,342.50 (33%)	\$6,786.30	2	\$3,393.15
2 Insallments; 50% Down, 1 Subsequent Payment starting October 2018 (Enrollment Fee: \$35)	_				
Fall 2018	\$10,128.80	\$5,064.40 (50%)	\$5,064.40	1	\$5,064.40

Complete the Security and Payment Method sections and click Continue:

Security		
Security Question:	Select One	T
Security Answer:		
(The Security Answer can only conta Why is this information being colle your Payment Plan you may be requi	n letters, numbers, spaces cted?Since this payment red to provide the answer y	is and common punctuation/symbols.) plan is administered by Nelnet Business Solutions, when you call to inquire about you enter here to verify you are the plan's responsible party.
Payment Method		
Payment Method:	Select One	
,		
NOTE: This account will be used for a	II payments due today as v	well as all monthly automatic deductions.
	Previous Continue	e Cancel

Card transactions for West Chester University of Pennsylvania are processed by Nelnet Campus Commerce, USA.

Fall 2018

\$7,596.60

Sep 20, 2018 (Thu)

Continue through each subsequent section confirm/continue as prompted.

Read the Terms and Conditions of the payment plan and click the box at the bottom of that page to confirm enrollment in the Plan.

Upon completion, you will receive a receipt for your Enrollment Fee (\$35) and your Payment. The details of your Agreement will be listed at the bottom of your receipt page:

E	nrollment Fee				
	Confirmation Numb	per: 5001604795			
	Payment Da	ate: Jul 11, 2018 at 10:40 AM	I, EDT		
	Effective Da	ate: Jul 11, 2018			
	Primary User	ld:			
1					
Pa	ayment				
	Confirmation Numb	er: 5001604793			
	Payment Da	te: Jul 11, 2018 at 10:40 AM	, EDT		
	Effective Da	te: Jul 11, 2018			
I					
Ag	reement Id #.				
PI	Estimated <sup>†</sup> lan Balance	First Installment Date	Installments	Estimated <sup>†</sup> Installment Amount	

3

\$2,532.20

\$2,532.20

\$0.00

Installment

Service Fee Payment \*