

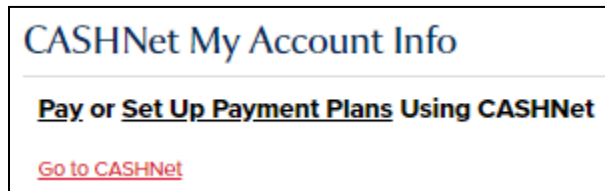
How to Enroll in a Payment Plan

Students have the option to enroll in a payment plan each semester. Enrolling in a payment plan allows you to make monthly installment payments throughout the semester versus one payment at the beginning of the semester. It costs \$35 per semester to enroll in the payment plan

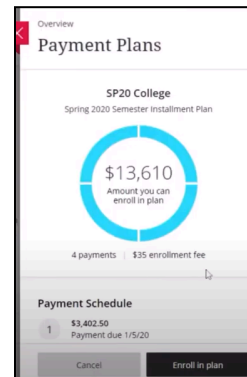
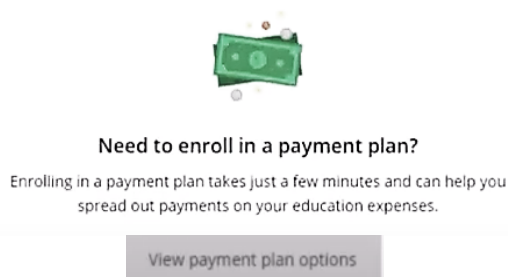
Please note: It is recommended to sign up for the payment plan after managing your financial aid and confirming all charges and aid are reflected on your semester bill.

Sign up by **September 21st** (Fall semester) / **January 21st** (Spring semester) / **May 21st** (Summer semester) if you wish to pay in 4 installments on the 21st of each month. To enroll, follow these steps:

Step 1: Log in to The Nest and click **Student > Finances > Go to Cashnet**.



Step 2: On the Overview page of CashNet, click the button that reads: **View payment plan options**. After previewing the payment plan, you can proceed to enroll. To enroll, click **Enroll in plan**. Then, you will be prompted to view the agreement, select a payment method, agree to terms and review your information for accuracy. You will receive confirmation once you have enrolled.



Optional Steps:

1. **Auto Pay:** This option allows for automatic payments from your selected payment method on the 21st of the month. If you choose not to set up Auto Pay you will need to log in to CASHNet before or on the monthly installment due date to make a payment on the payment plan. Be sure to select **Installment Plan** when making a payment to ensure the payment is applied to the payment plan.
2. **Balance Consolidation:** If your bill increases after enrolling in the payment plan, your balance will remain unchanged and will not be automatically adjusted. However, selecting the balance consolidation option ensures that any increases are incorporated into your payment plan, even after you sign up!

If you have any questions or concerns, please visit Student Central in LaSalle Hall, email us at studentcentral@smumn.edu, or call us at 612-238-4566.

