

Spring 2020 Installment Plans

CREDIT COURSES (Regular academic semester starting 01/22/2020)	Online Enrollment Period	Set-Up Fee Due at Enrollment	Minimum Down Payment	Installment Payment Schedule	
				Due Date	Amount Due
Regular Plan (Before January 2, 2020) For students registered in 3 or more course credits who want the flexibility of spreading out their payments, and enroll before the tuition due date.	From: 11/05/19 To: 01/01/20	\$25.00	None	01/02/20 02/06/20 03/06/20	33.00% 33.00% 33.00%
Regular Plan (On/after January 2, 2020) For students registered in 3 or more course credits who want the flexibility of spreading out their payments, and enroll on or after the tuition due date.	From: 01/02/20 To: 01/22/20	\$25.00	33%	02/06/20 03/06/20	33.00% 33.00%
Financial Aid Balance Plan When financial aid doesn't cover your entire balance, this plan is for you!	From: 11/05/19 To: 01/22/20	\$25.00	None	03/06/20	100.00%
Veteran's Balance Plan Designed especially to address the financial needs of our Veterans.	From: 11/05/19 To: 01/22/20	\$25.00	None	03/06/20	100.00%

* Monthly payment plans and the "Pending Financial Aid" payment plan are available for enrollment at the Bursar's office payments window.

Quick Tip: Enrolling in an online installment plan, making an online payment, or authorizing someone else to access your account is easy!

1. Sign on to myCommNet
2. Click on the [Banner Self-Service](#) link at the top right hand side of the main page
3. Some students who have an account at more than on college will be asked which college account to view - Choose "Gateway"
4. Select the [Billing/Payment](#) option, and click [My Account/Payment Information](#)
5. Choose the [Student Account and Payment Center](#) link
6. Click on [Student Account and Payment Center](#)
 - To enroll in an installment plan select [Payment Plans](#) from the top menu and a list of plans available to you will appear. Follow the prompts to enroll
 - To make a payment select the [Make a Payment](#) box
 - To authorize someone else to access your account and make payments on your behalf select [Authorized Users](#) from under My Profile

Remember: Payment reminder notices are always sent to your College email account. To stay up to date check it often.