

Enrolling in a Payment Plan



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To enroll, select “Payment Plans” at either the top menu in the middle of the homepage.

- Click 'Enroll Now.'
- Choose the term and plan you'd like to pay toward.
 - Residential students can choose:
 - 6 Month plan
 - 5 Month plan (includes 5% down payment)
 - 5 Month plan (10% down payment)
 - Online students can choose:
 - One-installment plan
 - Two-installment plan: includes \$50 fee and offered in Spring 1, Summer 1, and Fall 1.
 - Four-installment plan: includes \$50 fee and offered in Spring 2, Summer 2, and Fall 2.
- Note the late payment penalty fee.
- Click “Select.”
 - Select what type of student you are:
 - Online (includes additional fees)
 - Residential
 - If you want to add an additional down payment, you can place the amount in the green bar.
 - Check the full installment amounts and plan on the right side.
- Click “Continue.”



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- Select your method of payment. Use either:
 - [Saved payment method like a bank account](#) (checking or saving).
 - [Add payment method for future usage.](#)
 - Type in your account and billing information.
 - To save this info, check the box and name the method.
 - To set this method as your preferred payment, check the box labeled.
 - If you would like this payment method to be your refund account, click “Send Code” for a code to be sent to your two-step verification phone number or email.
 - Have questions on two-step verification? Contact ACU IT at acu.edu/support.
- You will be prompted to [the Payment Plan agreement](#)
 - Confirm that it’s the exact plan you’d like—including the amount financed, charges, and total number of payments.
 - After ensuring your payment plan and billing address is correct, click '[Continue.](#)'
 - You will then receive a receipt for your payment

