

### ONLINE INSTALLMENT PAYMENT PLAN (IPP) PROCESS

Bayramian Hall Lobby

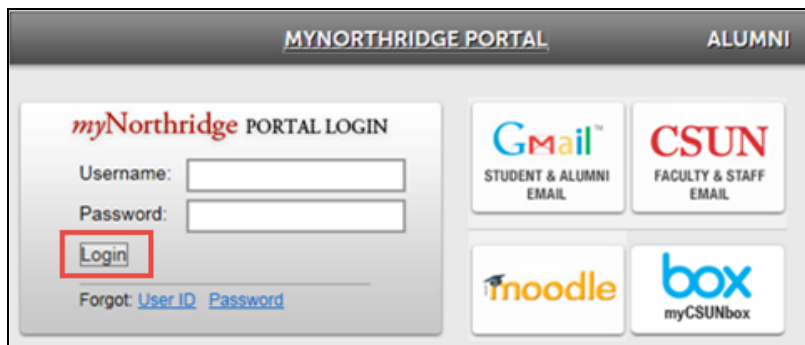
Phone: (818) 677-8000 Option 1

Fax: (818) 677-4911

Mail Code: 8214

1. Login to the **myNorthridge Portal**.

✓ Electronic enrollment through the student portal is now the only way to enroll in an IPP.



2. On the **Home** page, select the **Solar Student Center** quick link.



3. Select the **Enroll in Payment Plan** link.

- ✓ Financial Aid recipients are now eligible for IPP participation.

**Student Center**

**Academics**

[Enroll in a Class](#)  
[View My Class Schedule](#)  
[Enrollment Appointments](#)  
[View My Grades](#)  
[Unofficial Transcript](#)  
[Schedule Planner](#)

other academic... >>

**This Week's Schedule**

Class	Schedule
ART 124A-08 ACT (10899)	Sa 9:00AM - 2:30PM Art and Design Center 604
CH S 260-04 LEC (13659)	Fr 8:00AM - 10:45AM Jerome Richfield 352
ENGL 113A-18 LEC (13944)	MoWe 8:00AM - 9:15AM Jerome Richfield 354
MATH 93-35 LEC (16316)	MoWeFr 11:00AM - 12:25PM Bayramian Hall 314
UNIV 61E-18 LAB (18664)	MoWe 9:30AM - 10:20AM Juniper Hall 1129

weekly schedule >

**Finances**

**My Account**

[Account Information](#)  
[Purchase CSUN Photo ID](#)  
[Elect 1098T Electronically](#)  
**[Enroll in Payment Plan](#)**

**Financial Aid**

[View Financial Aid](#)  
[Accept My Student Loan](#)  
[Satisfactory Academic Progress](#)  
[Sign Perkins Promissory Note](#)  
[Sign Perkins Promissory View](#)

**Account Summary**

**You owe 3,284.00.**

- Due Now \$3,284.00
- Future Due \$0.00

**\*\* You have a past due balance of 3,284.00. \*\***

Currency used is US Dollar.

[\\*Important Student Fee Information](#)      [make a payment >](#)

4. Select the payment plan, followed by the **Next** button.

enroll in payment plan      1098t tax form

**Enroll in Payment Plan**      1 2 3 4

**1. Select Payment Plan**

You are eligible to enroll in the following payment plans. You will need to follow the 4-step process for each payment plan you elect to enroll in.

Payment Plans	Maximum Amount	Number of Installments	First Due Date
<input checked="" type="radio"/> Fall 2015 Payment Plan	10,000.00	3	09/25/2015

Currency used is US Dollar.

[Enroll In Payment Plan](#)      [1098t Tax Form](#)

go to ... >>

5. Review the Installment due dates and amounts. Select the **Next** button.

- ✓ The \$2 SIRF fee is ineligible for inclusion on an installment plan and must be paid separately.

enroll in payment plan 1098t tax form

### Enroll in Payment Plan

2. Review Installments

You have selected Fall 2015 Payment Plan.

Eligible Charges:	3,282.00
Plan Amount:	10,000.00
Number of Installments:	3

Due Date	Installment	Administrative Fee	Total Installment
09/25/2015	1,094.00	40.00	1,134.00
10/25/2015	1,094.00		1,094.00
11/25/2015	1,094.00		1,094.00
<b>Total</b>	<b>3,282.00</b>	<b>40.00</b>	<b>3,322.00</b>

Currency used is US Dollar.

**Important:** The installment schedule above is based on your current eligible charges of \$3,282.00. If eligible charges change in the future, the installment due amount will automatically adjust up to the amount of \$10,000.00. Your first installment includes a \$40.00 non-refundable administrative fee. Payment due dates falling on a weekend or a campus holiday will be deferred until the first following business day.

6. Review the terms of the payment plan carefully. Check the **agreement box**, followed by the **Enroll** button.

- ✓ Automatic recalculation of the scheduled payments occurs when changes are made to course load and financial aid awards.
- ✓ By selecting **Enroll**, a non-refundable \$40 administrative fee is immediately charged to the student account. Pay the first installment before the payment deadline.

### Enroll in Payment Plan

3. Agreement

Please examine the terms of the payment plan carefully before enrolling in the plan.

Fall 2015 Payment Plan

You are about to enroll in Fall 2015 Payment Plan.

Plan Amount:	3,282.00
Administrative Fee:	40.00
<b>Total Plan Amount:</b>	<b>3,322.00</b>

Number of Installments: 3

Due Date	Installment	Administrative Fee	Total Installment
09/25/2015	1,094.00	40.00	1,134.00
10/25/2015	1,094.00		1,094.00
11/25/2015	1,094.00		1,094.00
<b>Total</b>	<b>3,282.00</b>	<b>40.00</b>	<b>3,322.00</b>

Currency used is US Dollar.

**Important:** The installment schedule above is based on your current eligible charges of \$3,282.00. If eligible charges change in the future, the installment due amount will automatically adjust up to the amount of \$10,000.00. Your first installment includes a \$40.00 non-refundable administrative fee. Payment due dates falling on a weekend or a campus holiday will be deferred until the first following business day.

I agree to the installment schedule listed above. If I fail to make my installment payment in full by the due date, I understand that I will be disenrolled from some or all of my classes. The \$40.00 administrative fee is non-refundable.

The agreement is dated: 09/29/2015  Yes, I have read, understand, and accept the terms of this agreement.

7. Print a copy of the installment schedule. Future installments can be viewed by selecting the **View My Account** button.

- ✓ Don't forget to pay the first and remaining installments by the due date to avoid disenrollment.
- ✓ All payments can be made online by e-check or credit card with an additional 2.75% service fee for credit card payments.
- ✓ Installment payments can also be paid at the University Cash Services with cash, check or debit card, after completing the online IPP enrollment.

enroll in payment plan1098t tax form

Enroll in Payment Plan 1 2 3 4

#### 4. Result

**Congratulations!**  
You have successfully enrolled in Fall 2015 Payment Plan. Please keep the installment schedule below for your reference.

Installment Schedule			
Due Date	Installment	Administrative Fee	Total Installment
09/25/2015	1,094.00	40.00	1,134.00
10/25/2015	1,094.00		1,094.00
11/25/2015	1,094.00		1,094.00
<b>Total</b>	<b>3,282.00</b>	<b>40.00</b>	<b>3,322.00</b>

VIEW MY ACCOUNT