

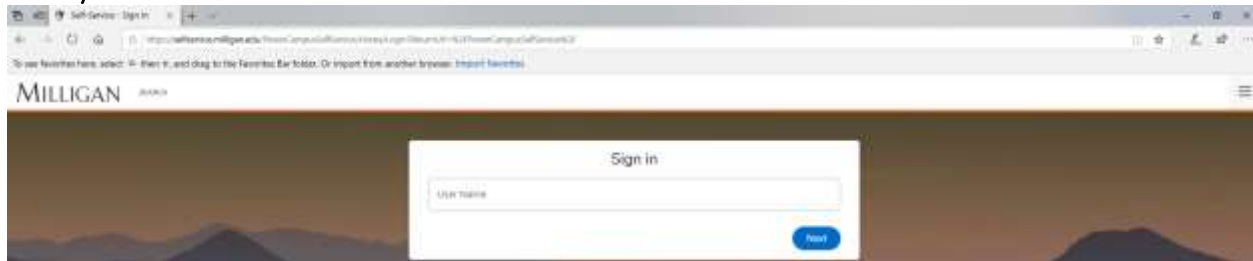
ENROLLING IN THE SPRING OR SUMMER PAYMENT PLAN

The spring payment plan is 4 monthly payments, the summer plan is 3 payments. Enrollment can be done after you receive your statement. Enrollment must be completed by the statement due date. [*Review your statement every month to make sure plan amount stays up to date.*](#)

Go to www.today.milligan.edu
Click Self-Service on the top bar



Enter your User Name

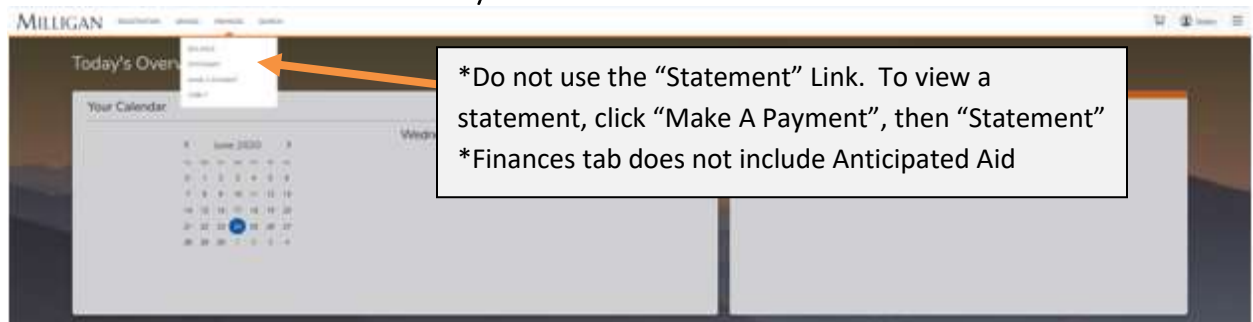


Enter User Name again & Password

If you have forgotten your password, click "Forgot your Password"

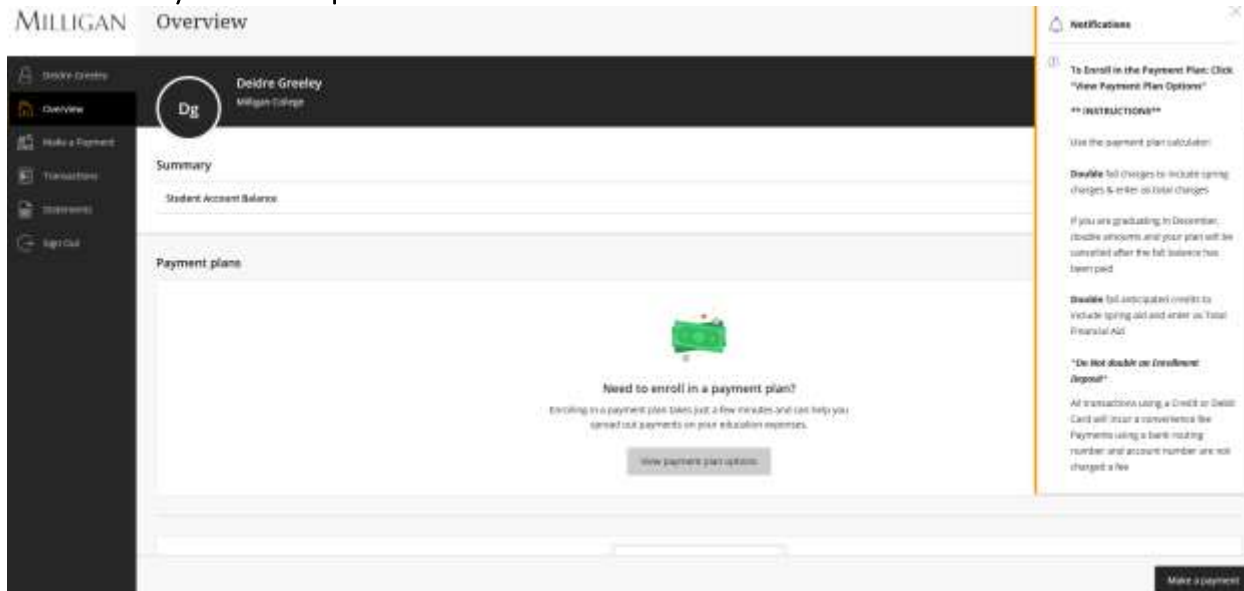


Roll over "Finances" & Click "Make A Payment"

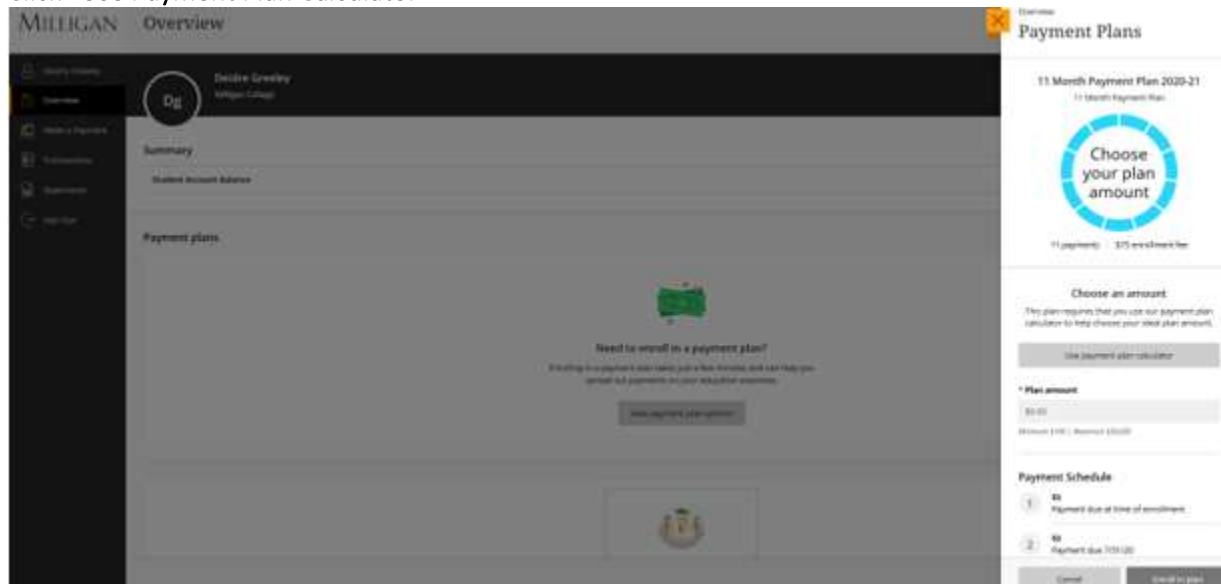


You need your statement to enroll in the plan. You can use the statement mailed to you or click "Statements". Click the icon under "View" to view and print your most recent statement.

Click "View Payment Plan Options" in the middle of the screen



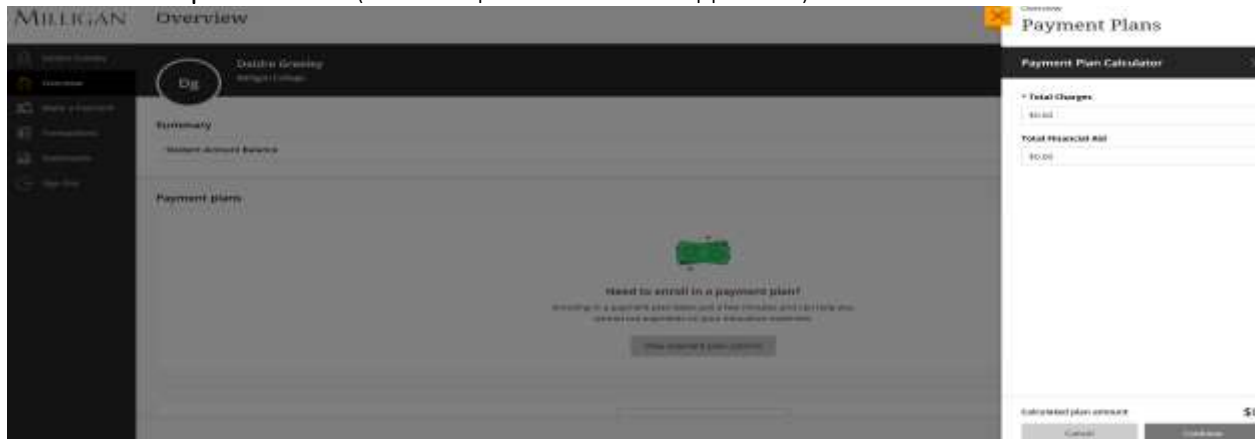
Click "Use Payment Plan Calculator"



Use your statement:

Enter the Total Charges Amount

Enter the Anticipated Credits (include a previous credit if applicable)



The screen will show your monthly payments

Click "Enroll In Plan"

Review the monthly payments

Read and check box if you agree to Terms & Conditions, click "Continue"

Payment Plan Enrollment

Payment amount: \$10,000

How much to enroll for: amount of \$10,000 (Monthly Payment Plan: 11 Month Payment Plan)

Review the payment schedule and terms and conditions below.

Payment Schedule

Payment #	Payment Due
1	Payment due as term of enrollment
2	Payment due 01/01/21
3	Payment due 02/01/21
4	Payment due 03/01/21
5	Payment due 04/01/21
6	Payment due 05/01/21
7	Payment due 06/01/21
8	Payment due 07/01/21
9	Payment due 08/01/21
10	Payment due 09/01/21
11	Payment due 10/01/21

Terms and Conditions

Please read below and indicate your agreement with these terms and conditions by checking the checkbox below.

I have read and agree to the Terms & Conditions

Click:

The enrollment fee and first payment must be paid for the enrollment to be complete

Payment Plan Enrollment

Payment amount: \$984.09

Payment due as term of enrollment: \$984.09

11 Month Payment Plan 2020-21: 11 Month Payment Plan

Enrollment fee: \$909.09

11 Month Payment Plan 2020-21: 11 Month Payment Plan

Payment amount: \$984.09

Payment: \$984.09

Click:

Select Payment Method

*Every payment made with a credit or debit card will be charged a convenience fee

*Payments using a bank routing and account numbers are not charged a convenience fee

Payment Plan Enrollment

Payment amount: \$984.09

How would you like to pay?

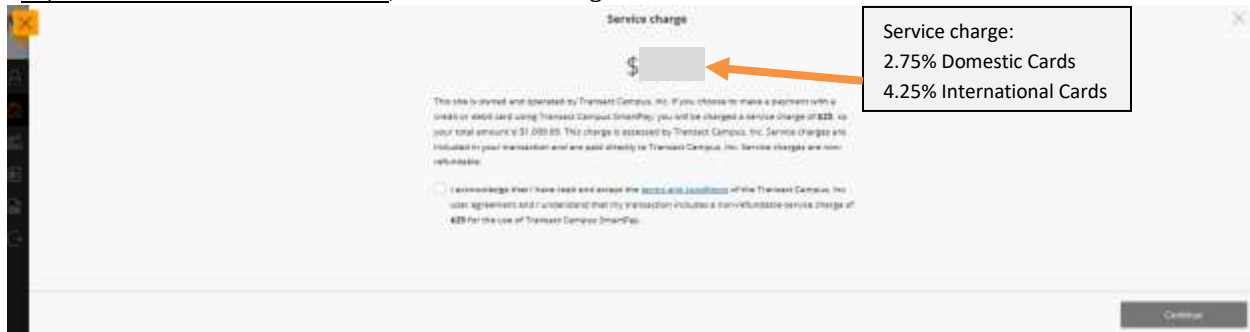
Payment amount: \$984.09

Payment method:

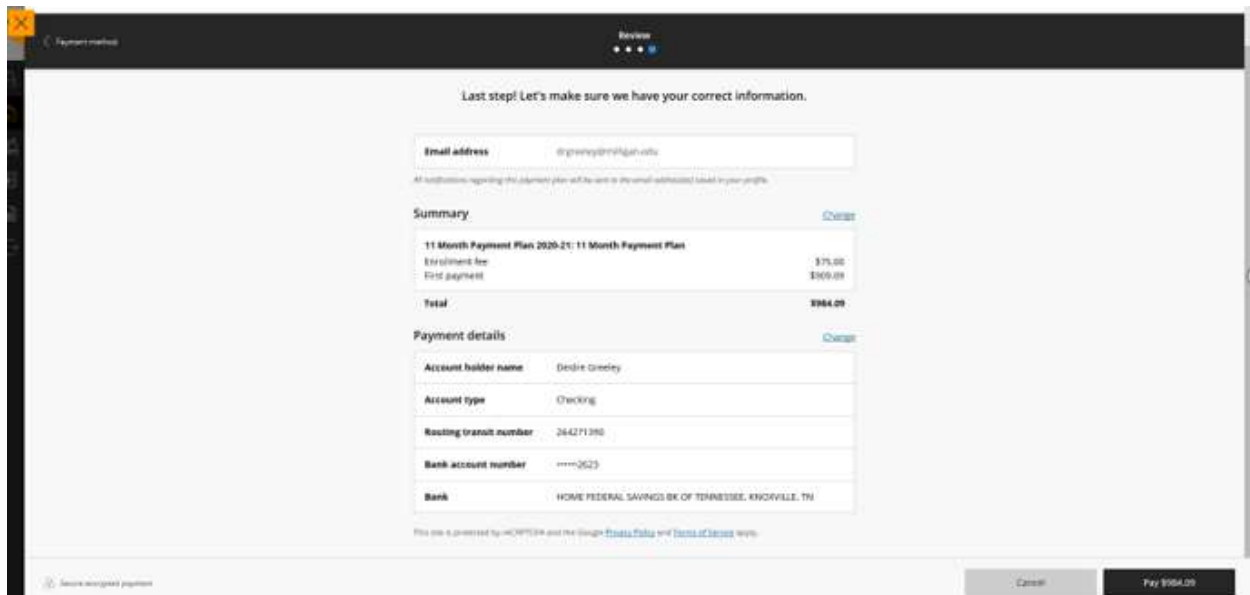
Click:

After entering the credit/debit card number or banking information, you have the option to save that form of payment for easier payments in the future

*If you use a credit or debit card, the service charge amount will be listed.



The screen below shows a payment using a bank routing & account number and is not charged a convenience fee. Review information and click "Pay_____ " to complete the enrollment.



**** You are not enrolled in automatic payments ****

You can enroll in AutoPay and payments will be automatically made each month.
On the Overview Tab, click "Set Up AutoPay"