## How to Enroll into a CA Resident Payment Plan

- 1. Log into your myCSUB portal (my.csub.edu)
- 2. Scroll down the homepage to the Finances section. Click on the blue square with three white lines towards the right side. More options will appear and one of them will be "Enroll in Payment Plan".

Finances			
Account Activity	Charges Due		
Enroll in Payment Plan	Payments		
Pending Financial Aid	View 1098-T		
You owe 4,043.00. Currency used is US Dollar.		Financial Aid	
*Important Student Fee Information		View Financial Aid >	
		Accept/Decline Awards >	

3. The next page will list the payment plan you have available. Select the bubble for the payment plan. Then, click on "Next".

🚮 > 1. Select Payment Plan							Return
<u>۵</u>							E Menu
	MAKE A FRYMENT	SELECT PAYNENT METHOD		SPECIFY PAYMENT DETAILS			
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.							
SELECT	PAYMENT PLANS			MAXIMUM AMOUNT	NUMBER OF INSTALLMENTS	FIRST DUE DAT	i i i i i i i i i i i i i i i i i i i
	2248 Tuition Payment Plan-Res						
•	You are enrolling in a 5 month payment plan with the first payment due date Please read the terms and conditions at www.csub.edu/ before you accept	of July 10, 2023. This payment plan is for tuition expenses and includes a \$33 this payment plan.	non-refundable fee.	7,500.00		5 08/17/2024	
Currency used is US Dollar.							
							Cancel Next

4. The next screen will have the eligible charges and a brief outline of the payments. Once, you have looked it over, click on "Next".

A > 2. Review Installments			Return
			E Menu
MAKE A FAYMENT	SELECT PAYMENT METHOD	SPECIFY PAYTIENT DETAILS	сончица ралиент
You have selected 2248 Tuition Payment Plan-Res. You are enrolling in a 5 month payment plan with the first payment du Eligible Charges	ue date of July 10, 2023. This payment plan is for tuition expenses and includes 4,043.00	a \$33 non-refundable fee. Please read the terms and conditions at www.csub.edu/ before you acc	cept this payment plan.
Plan Amount	7,500.00		
Number of Installments	5		
Installment Schedule			
DUE DATE	INSTALLMENT	ADMINISTRATIVE FEE	TOTAL INSTALLMENT
08/17/2024	808.60	33.00	841.60
09/17/2024	808.60		808.60
10/18/2024	808.60		808.60
11/17/2024	808.60		808.60
12/18/2024	808.60		808.60
Total	4,043.00	33.00	4,076.00
Currency used is US Dollar. Important: The installment Schedule is based on your current el up to the amount of 7,500.00.	ligible charges of 4,043.00. If charges that are placed in this plan are reve	rsed or reduced, your installment payment will also be automatically reduced. If you incur r	eligible charges in the future, they will be added to this installment schedule automatically,

5. The third step will give a detailed outline of the payment amounts and their due dates including the administrative fee, and a brief description of the agreement of the payment plan. Please look over this screen carefully. Once you have looked it over, select the "Yes, I have read the agreement." on the bottom left, and click "Enroll" on the right.

🖶 > 3. Agreement			Return		
÷			≡ Мели		
MAKE A PRYMENT	SELECT PAYMENT METHOD	SPECIFY ANMENT DETAIL 1	сонглад якилиент		
Please examine the terms of the payment plan carefully before enrolling in the pl	ılan.				
2248 Tuition Payment Plan-Res					
You are about to enroll in 2248 Tuition Payment Plan-Res. You are enrolling in a 5 month payment plan with the first payment due date of Plan Amount Administrative Fee	July 10, 2023. This payment plan is for tuition expenses and includes a \$33 nor 4,043.00 33.00	n-refundable fee. Please read the ferms and conditions at www.csub.edu/ before you accept this	payment plan.		
Total Plan Amount	4,076.00				
Number of Installments	5				
Installment Schedule					
DUE DATE IN STA	ALLMENT	ADMINISTRATIVE FEE	TOTAL INSTALLMENT		
08/17/2024	808.60	33.00	841.60		
10/18/2024	808.60		808.60		
11/17/2024	808.60		808.60		
12/18/2024	808.60		808.60		
Total	4.043.00	33.00	4,076.00		
Currency used is US Dollar. Important: The Installment Schedule is based on your current eligible charges of 4/30.0. If charges that are placed in this plan are reversed or reduced, your installment payment will also be automatically reduced. If you incur eligible charges in the future, they will be added to this installment schedule automatically, up to the mount of 7/300.00. I agree to the installment's chedule listed above. If I default on any installments, I understand that full amount may be due immediately and a hold will be placed on my account. <b>Composition</b> The agreement is dated 07/18/2024					
			Previous Enroll		

6. The last screen will show you have successfully enrolled into the payment plan. Please make note of the due dates as reminders may not be sent out.

+ 4. Result > Account Services > Enroll in Payment Plan					Return
<b>*</b>					E Menu
3 MAKE A PAYMENT		SPECIFY R	3 AYMENT DETAILS		MENT
✓ Congratulations!					
You have successfully enrolled in 2248 Tuition Payment Plan-Res. Ple	ease keep the installment schedule for your reference.				
Installment Schedule					
DUE DATE	INSTALLMENT	ADMINISTRATIVE FEE		TOTAL IN STALLMENT	
08/17/2024	808.60		33.00		841.60
09/17/2024	808.60				808.60
10/18/2024	808.60				808.60
11/17/2024	808.60				808.60
12/18/2024	808.60				808.60
Total	4,043.00		33.00		4,076.00

View my Account