How to Enroll in an Installment Payment Plan:

Access your Cashnet account by logging into your Student Self Service account at <u>apps.neomed.edu</u>. Click on the four square icon (top left) > Student Service Links > Bursar Menu >Account Payment Link.

Northeast Ohio TRNG
< Bursar Menu
Account Summary
Account Detail
Tax Notification (1098-T)
Account Payment - Add https://commerce.cashnet.com

Once in Cashnet you will land on your home page where you can find multiple items including your current account balance and your installment payment plan options.

Northeast Ohio	Overview	¢
Em My Account	Emily Mach Northeast Ohio Medical University	^{ваlапсе} \$15,000
Payment Plans	Summary	
\bigcirc Sign Out	(Fall 2021) Balance	\$15,000.00 \$15,000.00
	Payment plans	View

To enroll in an installment payment plan, click "View Payment Plan Options".

A side window will appear with details on your account balance applicable for the plan, your payment schedule (number of payments, payment amount, payment due date). Click "Enroll in plan" to proceed to the next page.

overview Payment Plans	Payment Schedule 1 \$5,000 Payment due 11/1/21
202180 Fall202180paymentplan	2 \$5,000 Payment due 12/1/21
Choose your plan	3 \$5,000 Payment due 1/1/22
3 payments \$35 enrollment fee	Plan Details Enrollment fee: There is an enrollment fee of \$35, due upon enrollment, to participate in this plan. This fee covers your school's administrative costs associated with the plan, and is in addition to the plan amount of \$15,000.
3 payments \$35 enrollment fee * Plan amount \$15,000.00 (Solution) Minimum \$100 Maximum \$15,000	Plan Details Enrollment fee: There is an enrollment fee of \$35, due upon enrollment, to participate in this plan. This fee covers your school's administrative costs associated with the plan, and is in addition to the plan amount of \$15,000. This plan is available to M1, P1, P2 and P3 students for the Spring and Maymester terms.

You will then be prompted to read and accept the eSignature Disclosure.

eSignature disclosure

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Consent to Electronic Delivery By clicking the "Accept" button, you consent to receive your payment authorization electronically. Certain laws require us to provide specific information to you in writing, which means you have a right to receive that information on paper. We may provide that information to you electronically if we obtain your consent to receive it electronically. You confirm your computer has the hardware and software requirements set out below. You agree your authorization has been provided to you and is considered to be delivered "in writing". We recommend you print this for your records. Hardware and Software Requirements to Access DisclosureIn order to access and retain this electronic disclosure, you will need:* A computer or other device with an Internet connection;* A monitor or other device to view the disclosure using your internet browser;* A current Internet web browser which is capable of supporting HTML and 128 bit TLS encryption; and* Access to a computer operating system that can support these functions and software, and that has sufficient storage space for you to save the disclosure for later reference or an installed printer to print the disclosure. How to Withdraw Consent: You may withdraw your consent by contacting Customer Service 115 Munson Street New Haven, CT 06511. We will not impose any fee to process the withdrawal of your consent. Some required disclosures may be "one-time" disclosures for which your consent may not practically be withdrawn after receiving the initial electronic disclosure.Requesting Paper Copies: To request a paper copy of your authorization, contact us in writing at: Customer Service 115 Munson Street New Haven, CT 06511. If you request paper copies, we may charge you a service fee of \$5.00 per request.

Accept

The next window is an overview of your enrollment fee, payment schedule and terms and conditions.

^{Dverview} Payment Plan E	nrollment		(E
	Agre	ement ● ●	
	\$15 You've opted to enroll this amount	,000 in 202180: Fall202180paymentpla	in
Review the fina	nce information, payment	schedule, and terms and o	conditions below.
ANNUAL PERCENTAGE RATE The cost of your credit as a yearly rate.	FINANCE CHARGE The dollar amount the credit will cost you.	Amount Financed The amount of credit provided to you or on your behalf.	Total of Payments The amount you will have paid after you have made all payments as scheduled.
1.78%	\$35	\$15,000	\$15,035

Payment Schedule					
1	\$5,000	Payment due 11/1/21			
2	\$5,000	Payment due 12/1/21			
3	\$5,000	Payment due 1/1/22			
Late ch	arge: If a payment is la	ate, you will be charged a fee as specified in the Terms and Conditions.			
Prepay	Prepayment: If you pay off early, you will not be entitled to a refund of the finance charge.				
See your terms and conditions for any additional information about nonpayment, default, any required repayment in full before the scheduled date, and prepayment refunds and penalties.					
Itemization of Amount Financed					
Amount paid on your account: \$15,000					

After you have reviewed everything and would still like to enroll in the installment payment plan you must check that you agree to the terms and conditions that govern the payment plan and click continue.

You must now pay your \$35 enrollment fee via credit/debit card (2.75% convenience fee) or electronic check (free of charge).

Enrollment fee amount		Enrollment fee amount	
\$35		\$35	
* Payment method		* Payment method	
New credit or debit card		New bank account	
AMERICAN EXPIRESS DISCOVER		* Account holder name	
* Card number		Account holder name required	
		* Account type	
() Card number required		Checking	
* Expiration date	* Security code 🕦	Savings	
MM / YY		* Routing transit number ①	
* Zip/Postal code		* Bank account number (i)	* Confirm bank account number
International cardholders may input "N/A"			
Save card for future use		Save bank account for future use	

For help contact Tranasact at smartpaysupport@transactcampus.com or 1-800-339-8131

Before proceeding, verify the information provided in the previous screen and click Pay \$35.

Last step! Le	t's make sure we have your correct informat	ion.
Email address	emach@neomed.edu	
All notifications regarding this payn	nent plan will be sent to the email address(es) saved in your profile.	
Summary		
202180: Fall202180paymo Enrollment fee	entplan	\$35.00
Total		\$35.00
ayment details		Change
Card number	•••• •••• 4444	MasterCard
Expiration date	03 / 23	
Zip/Postal code	12345	
his site is protected by reCAPTCH	HA and the Google <u>Privacy Policy</u> and <u>Terms of Service</u> apply.	
) Secure encrypted payment	Cancel	Pay \$35

Once the payment is accepted you will get a confirmation screen that lets you know that you are now enrolled in the installment payment plan, when your first installment is due and that your enrollment fee was processed.



Your overview page will now show details about your payment plan.

		\$15,000
02180: Fall202180paymentplan		\$15,000
'ext payment due 11/1/21		\$5,000
alance		\$30,000
linimum due		\$5,000
yment plans		
yment plans Plan	Paid	Remaining

When you make a payment clear out the first box with your total balance to only pay the amount you owe through the payment plan. Click continue at the bottom of the screen to enter your payment information. (Fall 2021)

Amount	
\$0.00	
Maximum \$15,000	
Balance \$15,000	
202180: Fall202180paymentplan	
\$5,000	
Next payment due	
Next payment due in 4 days	
Next payment due in 4 days	
Paid \$0 Remaining \$15,000	
Paid \$0 Remaining \$15,000	
Paid \$0 Remaining \$15,000 Amount \$5,000.00	
Paid \$0 Remaining \$15,000 Amount \$5,000.00	8

For help contact Tranasact at smartpaysupport@transactcampus.com or 1-800-339-8131

From your overview page, you can also enroll in automatic payments. After agreeing to the terms and conditions, click continue to enter your payment information. If you chose to setup automatic payments you will be prompted to review the installment plan and payment information, then click submit. If you did not save your payment methods from the enrollment fee payment you will be prompted to enter your payment information first.

	Service charge	
This site Transac This cha are paic	e is owned and operated by Transact Campus, Inc. If you choose to make a payment by using ct Campus SmartPay, you will be charged a service charge for each payment as shown below. arge is assessed by Transact Campus, Inc. Service charges are included in your transaction and d directly to Transact Campus, Inc. Service charges are non-refundable.	
Paym	ent Schedule	
1	\$5,000 + \$137.50 service charge = \$5,137.50 Payment scheduled 11/1/21 Payment due 11/1/21	
2	\$5,000 + \$137.50 service charge = \$5,137.50 Payment scheduled 12/1/21 Payment due 12/1/21	
3	\$5,000 + \$137.50 service charge = \$5,137.50 Payment scheduled 1/1/22 Payment due 1/1/22	
✓ Lac use for	knowledge that I have read and accept the terms and conditions of the Transact Campus, Inc. or agreement and I understand that my transaction includes a non-refundable service charge each payment for the use of Transact Campus SmartPay. <u>View terms and conditions</u>	

A confirmation screen for enrolling in automatic payments will be displayed with pertinent information. From there you can click return to your overview page.



Success! Auto pay is now set up for 202180: Fall202180paymentplan

First scheduled payment: 11/1/21 Payment amount: \$5,137.50

The set up confirmation was sent to: emach@neomed.edu