TAMU-CC How to Enroll in an Installment Plan

To enroll in an Installment Plan in Bill/Payment Suite in SAIL please follow these steps:

1. Click on **Student**
2. Click on **Student Account**
3. Select **Bill/Payment Suite**
4. Click on **Payment Plans** tab
5. Select **Enroll Now** and select the term
6. A list of available payment plans will be displayed. Click **Select** on the plan you would like to enroll in.
7. Once you have selected your plan follow the instructions on the screen until it shows you have successfully completed the process. A confirmation message will be displayed at the top of the page in yellow.

When you are enrolled in an installment plan you can view the installment amounts and their due dates on the Home screen or the Payment Plans tab in the Bill/Payment Suite.

A $20.00 non-refundable processing fee is applied to the installment plan upon enrollment into the plan. The fee is included in the balance and therefore divided into each installment. There is a $25.00 late fee assessed to your student account per each missed installment payment.

Students owing any balances from prior terms or those who owe tuition and fees for less than $100.00 in the current term are not eligible to enroll in the plan

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