

STEPS FOR ACCEPTING EMERGENCY LOAN INSTALLMENT PLAN - effective Spring 2019

1. Log into the online payment system from Self-Service, WebAdvisor or from the Pay for Classes link at the bottom of the TWU homepage.



Welcome to the TWU Online Payment System!

Student Login

Authorized User Login

This secure payment site allows students and parents to make online payments for charges assessed in the Bursar's Office. These charges include tuition/fees, housing, meal plans, library fines, etc. Students must grant authorized user access to individuals that need access to the online payment system on their behalf.

This site allows students and authorized users to:

- Make a payment
- Check account balances for both the student account and emergency loans
- View and print monthly statements
- Enroll in available installment payment plans
- Schedule future payments
- Receive the annual 1098-T tax statement electronically, if consent is given

Specific semester payment deadlines are published on the Bursar's website and in the Academic Calendar.

2. Select Enroll in Payment Plan tab.

View Account: Jill B Pioneer

Balance

\$1,328.49

View Activity

Enroll in Payment Plan

Make Payment

3. Select term.

Payment Plan Enrollment



Select



Schedule



Agreement

Select Account

Student Accounts: \$1,328.49



Select

Select Term

Spring 2019



Select

4. Select Emergency Loan Plan or Review Details of this Plan

Payment Plan Enrollment

Select Account Select Select Term Select

If plans are available for multiple accounts, you must select both account and term.

Plan Name	Setup Fee	Required Down Payment	Installments	Late Payment Fee	Action
Spring 2019 Emergency Loan Plan	\$25.00	\$0.00	3	\$25.00	<input type="button" value="Details"/> <input type="button" value="Select"/>
Spring 2019	\$25.00	25%	3	\$25.00	<input type="button" value="Details"/> <input type="button" value="Select"/>



Spring 2019 Emergency Loan Plan

Acceptance of the Emergency Loan Installment Plan is intended as an alternative method for students who may be receiving aid after the initial, established due date. The plan will defer the required down payment for the term and allow students to begin the term without making the minimum down payment with financing provided by the short-term loan.

[View full plan description](#)

Term(s): Spring 2019
Enrollment deadline: 1/8/19
Scheduled payments: Optional
Setup fee: \$25.00
Eligible charges and credits: \$2,732.74
Required down payment: None
Due at enrollment: \$0.00
Number of payments: 3
Installment payments: \$1,222.88
Payment frequency: Fixed Dates
Late payment fee: \$25.00

5. Click Continue when Payment Schedule is displayed, accept terms and conditions and follow remaining steps to complete enrollment into Emergency Loan Installment Plan. Enrollment confirmation will be displayed on screen and an email confirmation will also be sent when completed. Students must officially withdraw from the university before the first day of term to avoid a financial obligation.