

INSTRUCTIONS FOR SETTING UP A PAYMENT PLAN

Sign into your Cougar Web account and click on the “My Finances” tab.

The screenshot shows the Mountain State University Cougar Web portal. The browser window title is "Home | Cougar Web - Microsoft Internet Explorer provided by Mountain State University". The address bar shows "https://online.mountainstate.edu/ICS/". The navigation menu includes: Home, Cougar Web, Admissions, My Academics, My Advising, Finance, My Finances, Student Life at MSU, Human Resources, Facilities and Security, and Public Form. A yellow callout bubble with the text "Click on My Finance tab" points to the "My Finances" tab. The main content area is titled "Cougar Web" and contains a "Welcome to Cougar Web!" section with a list of tasks: Check your student e-mail, Register for classes, Find out your grades at the end of the semester, Monitor the status of your financial aid application, and Find helpful links to Blackboard, the main MSU website, the bookstore, and more. There is also a "Student Password Retrieval" section and an "Announcements" section.

Next click on "Enroll in Payment Plan"

The screenshot shows the Mountain State University ePayment portal. The browser title is "CASHNet - Microsoft Internet Explorer provided by Mountain State University". The address bar shows the URL: <https://commerce.cashnet.com/cashnetg/selfserve/YourAccount>. The page header includes the Mountain State University logo and navigation links: "your account", "view bills", "make payment", "Shopping Cart", "help", and "sign out".

The main content area is titled "Mountain State University ePayment" and features a navigation bar with a blacked-out area. Below this, there are several sections:

- Your Account:** Displays "Current Balance" (Credit balances not displayed) and a link to "Click here to make a payment". It also shows "The last payment received".
- Your Recent Payments:** Shows a payment on 01/19/2012 for \$1.00, with "View All" and "View" links.
- Parent PINs:** States "You currently have no Parent PINs set up." and includes an "Add New" link. A note mentions authorized users can access the site from <https://commerce.cashnet.com/mtnsupay>.
- Your Bills:** States "There are currently no bills for your account." and includes a "View All" link.
- Installment Payment Plans:** Includes a link to "Enroll in payment plan".
- Saved Accounts:** States "You have no saved payment methods." and includes an "Add New" link.
- 1098-T:** Includes a link to "Click here to accept electronic only delivery option of" and a link to "Click here to view your 2011 Form 1098-T".

A yellow callout bubble with the text "click on Enroll in Payment Plan" points to the "Enroll in payment plan" link in the "Installment Payment Plans" section.

The Windows taskbar at the bottom shows the Start button, several open applications (Jen..., Regl..., 2 M..., 3 M..., Busi..., Inb..., Com...), and the system clock showing 3:28 PM on 2/19/2012.

Your payment dates and amounts of each payment will display – there will be no finance charges.

MOUNTAIN STATE UNIVERSITY

your account view bills make payment Shopping Cart help sign out

Mountain State University ePayment

2011-12 Spring Payment Plan

The total budget amount for this installment plan is **\$990.00**.

This amount is based on charges and credits provided by your school.

Charges:

IPPBALANCE	\$990.00
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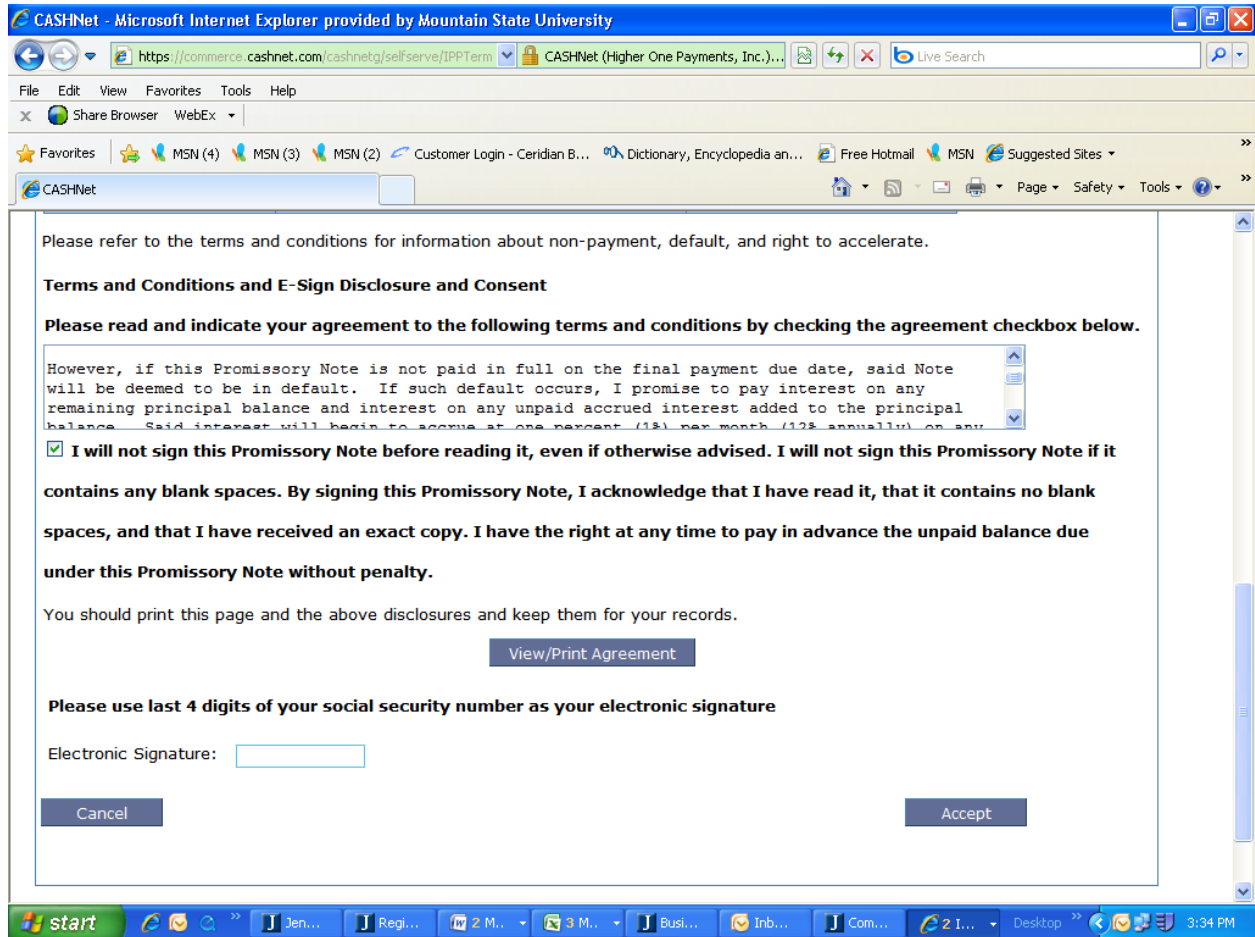
Total Budget Amount: \$990.00

ANNUAL PERCENTAGE RATE	FINANCE CHARGE	AMOUNT FINANCED	TOTAL PAYMENTS/TOTAL SALES PRICE
THE COST OF YOUR CREDIT AS A YEARLY RATE. 0%	THE DOLLAR AMOUNT THE CREDIT WILL COST YOU. \$0.00	The amount of credit provided to you or on your behalf. \$990.00	The amount you will have paid after you have made all payments as scheduled. \$990.00

You will need to click the box to accept the terms after you have read the terms. You may print a copy by selecting the view/print agreement. Please enter the last four digits of your social security number in the box provided and click "Accept".

You will receive an email of the payment plan acceptance with the payment plan information and due dates. You will receive a reminder email before each payment is due. There will be a \$35.00 late fee for any payments received 10 days after the payment due date.

If you need assistance, please contact us by email at studentaccounts@mountainstate.edu.



CASHNet - Microsoft Internet Explorer provided by Mountain State University

https://commerce.cashnet.com/cashnetg/selfserve/IPPEenroll.aspx Identified by Network Solutions Live Search

File Edit View Favorites Tools Help

Share Browser WebEx

Favorites MSN (4) MSN (3) MSN (2) Customer Login - Ceridian B... Dictionary, Encyclopedia an... Free Hotmail MSN Suggested Sites

CASHNet Page Safety Tools

MOUNTAIN STATE UNIVERSITY

your account view bills make payment Shopping Cart help sign out

Mountain State University ePayment

2011-12 Spring Payment Plan

You are now enrolled in the 2011-12 Spring Payment Plan. Your first installment of \$330.00 will be due on 2/12/2012.

You will be notified when each installment is billed by an email sent to [REDACTED]

If you would like to give a parent or other person access to your account so that they can view bills and make payments, please click [here](#).

[Return to Your Account page](#)

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(web9)

start [Taskbar icons] 3:34 PM