Enroll in the Installment Payment Plan

Overview: This student guide demonstrates how to enroll in the Installment Payment Plan. Please email sa@csusb.edu with any questions about this process.

Go to MyCoyote (my.csusb.edu)

1. Sign in and go to the Student Center.

The Student Center Page Displays

2. Click the “Enroll in Payment Plan” link under the Finances tab

The Enroll in Payment Plan, Select Payment Plan Page displays

3. Select the payment plan and click the Next button
The Enroll in Payment Plan Review Installments page displays

4. Review the installment due dates and amounts. Select the Next button.

The Enroll in Payment Plan Agreement page displays

5. Review the installment schedule and terms of the payment plan.

6. Check the box indicating that you have read the agreement.

7. Click the Enroll button.
The Enroll in Payment Plan, Results Page displays

Congratulations! You have enrolled in the Installment Payment Plan!

8. Click the View My Account button to see your account balance.

The Charges Due Page displays

9. To pay your first installment, click the Make a Payment button.