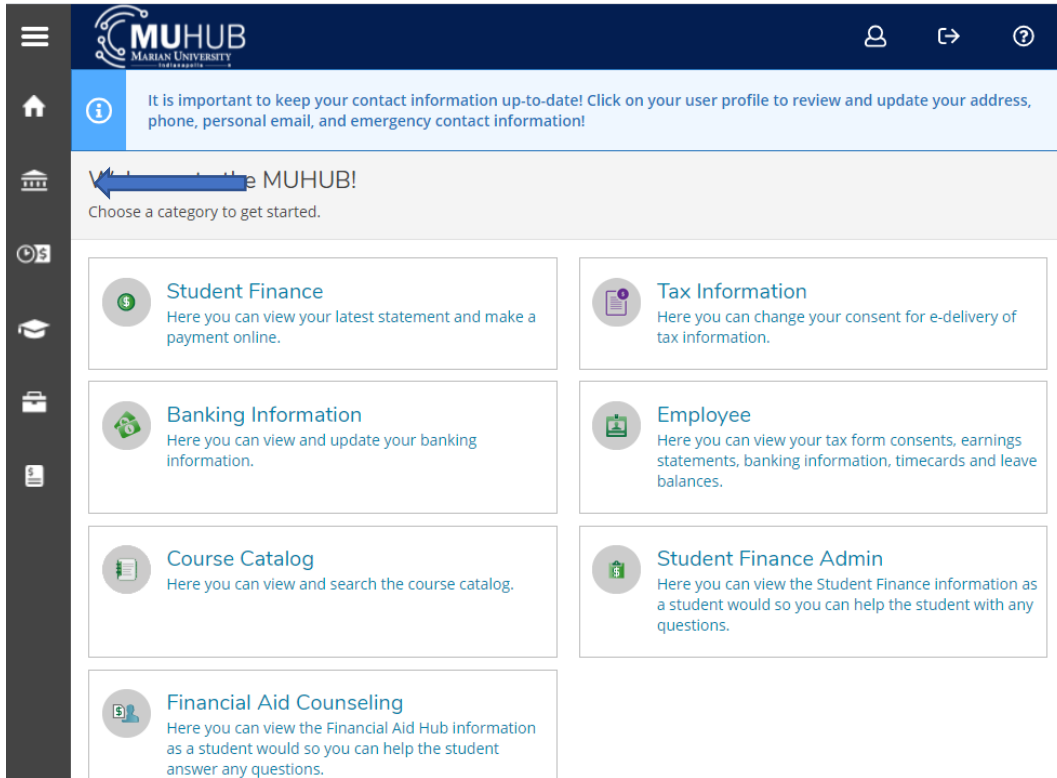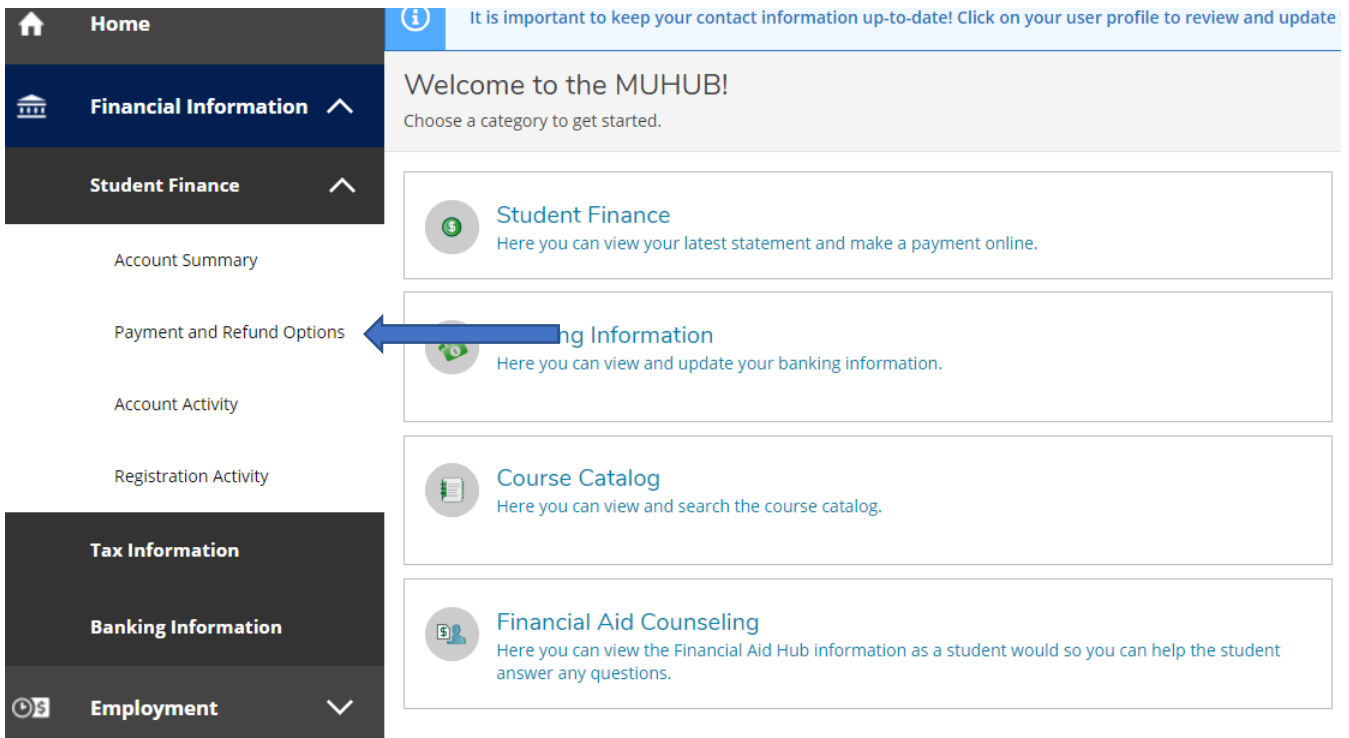Steps for setting up a payment plan:

1. From your MUHUB homepage, select the Financial Information icon.

2. Click on "Student Finance", and then "Payment and Refund Options".

3. Click the "Proceed to Processor" button. Marian University online payments and payment plans are managed by Nelnet Campus Commerce.

Payment Plan & Billing
Review your account and proceed to processor

A new window will open and redirect you to our payment processor, Nelnet Campus Commerce. | Proceed to Processor

ⓘ No account balance to pay.

4. The <u>first time</u> a student or proxy user links to Nelnet Campus Commerce, they will be required to verify their contact and address information and set up a PIN for added security.

5. Click on the "Set up a Payment Plan" button for the appropriate term.

$ **Payment Activity**   **View Details**

Current Balance
$0.00 Transaction Details

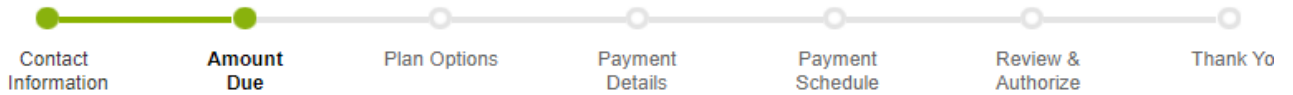**Make a Payment**

FALL MEDICAL 2021
Set up a Payment Plan

FALL 2021
Set up a Payment Plan

SUMMER 2021
Set up a Payment Plan

PAST DUE
Set up a Payment Plan

6. Read the information regarding setting up a proxy user, then click "Begin".

7. Update contact and security information if needed, and then click "Next".

8. The account balance for the term chosen will automatically be populated, but can be changed. Click "Next".

Progress Tracker

●━━━━━━━━●━━━━━━━○━━━━━━━○━━━━━━━○━━━━━━━○━━━━━━━○

| Contact Information | **Amount Due** | Plan Options | Payment Details | Payment Schedule | Review & Authorize | Thank Yo |

Amount Due

Details - ▉▉▉▉▉▉▉▉

	Description	Total
	Student Account Balance	500.00
Total		**500.00**

Back **Next** | **Cancel**

9. Choose the desired payment plan option and click "Next".

Payment Plan Options

Amount Due to Marian University - IN: $500.00

Select a payment schedule   Show: All Items Selected ▼

Fall Payment Plan

Select	Payment Method	Number of Payments	Beginning Month	1st Payment Amount	Available Payment Days	Last Day to Enroll	Payment Plan Enrollment Fee (Due Today)
●	Automatic Payments from • Bank Account • Credit Card	5	June 2021	$100.00	20th	17 Jun 2021	$60.00
○	Automatic Payments from • Bank Account • Credit Card	4	July 2021	$125.00	20th	16 Jul 2021	$60.00
○	Automatic Payments from • Bank Account • Credit Card	3	August 2021	$166.67	20th	18 Aug 2021	$60.00

Back **Next** | **Cancel**

10. The standard payment plans have a nonrefundable, one-time per payment plan fee of $60. Click "OK" to agree to the payment plan fee.

11. Choose "Add Bank Account" to set up a checking or savings account as primary account for payment. Choose "Add Credit Card" to set up a credit card as the primary account for payments. Payments processed via credit card will incur an additional processing fee for each payment. Click "Next". ***Payment plan payments will be auto-debited using the primary account each month.***

Payment Details

Please enter your primary financial account for payments

Pay using [-- Select -- ▼] ❓

-- Select --
-- Add Bank Account --
-- Add Credit Card --
using a bank account (checking or savings) or a credit card (Visa, Mastercard, American Express or Discover).

Card transactions for Marian University - IN are processed by Nelnet Campus Commerce, USA.

[Back] [Next] | [Cancel]

12. Enter credit card or bank account information, and click "Save".

13. Review "Payment Details" page, and click "Next".

14. Review "Payment Schedule" page, and click "Next".

15. Read the "Plan details and Terms & Conditions" and review plan summary. Click the radio button to accept the payment plan "terms and conditions". Click "Authorize" to process payment for the $60 one-time fee.

Review & Authorize

Nelnet Returned Payment Fee Policy

Amount Due Today	Remaining Amount
$60.00	$500.00
Payment Method	Payment Method
(Change)	(Change)

☑ I have read and accept the terms and conditions of this payment plan
(Plan details and Terms & Conditions are listed below)

[Back] [Authorize] | [Cancel]

16. Thank you for setting up a payment plan!