How to Set Up a Payment Plan

Go to www.cau.edu- select Banner Web at the bottom of the screen

Step 1. Select Enter Secure Area

Step 2. Enter your user id number and pin number. Your user id is your student identification number.
Step 3: Select Student Services and Financial Aid

Personal Information
- View address information: renew name or social security number change information: Change your FIIs: Participate in online surveys (one or more survey is available at this time).

Student Services & Financial Aid
- New Financial Aid Policy (Effective Fall 2009)
  - Financial aid disbursements will occur on the 10th day of class in order to comply with federal regulations regarding certification of class attendance.
  - Financial aid disbursements will not occur until the drop/add process has been completed and who's (non-attendance) have been recorded by members of the faculty.
  - The financial aid eligibility status of Title IV recipients is affected by the number of credits for which they are enrolled, i.e., full-time, three-quarter time, half-time, and less than half-time.

Reminder:
- Group financial aid disbursements occur after the start of classes: students should have resources to sustain themselves until funds are credited and refunds have been processed.

The following services are now available via Single Sign-On to the National Student Clearinghouse Student Self Service Website
- Enrolling a Proof of Verification of Enrollment, which can be mailed to the student by a health insurer, housing provider or other organization needing a proof of enrollment.
- Viewing the electronic notifications and delinquent forms that have been sent to the student's lenders.
- Viewing a list of the student's lenders, and real-time student loan information detail (such as outstanding principal balance, next payment due date, etc.) that some lenders provide.

The National Student Clearinghouse is the company who verifies your enrollment information can be contacted at 209-269-6400 or www.studentclearinghouse.org, if you would like to request a letter from the Office of the University Registrar please complete the Quarter Request Form and bring it to 202 Therien Annex Hall, fax it to 408-659-6083 or email it to registrar@aus.edu.

Step 4: Select Student Records

Personal Information Student Services & Financial Aid Finance Employees

Search

RETURN TO MENU SITE MAP HELP EXIT

Student Services & Financial Aid

Panther Path Degree Works (NEW)
- Provides a comprehensive set of web-based academic advising, degree audit, and transfer articulation tools to help students and their advisors negotiate curriculum requirements at CNU.

Registration
- Track-up classes to add, add/drop classes, view student schedules by day & time, student detail schedule, withdrawal information, check registration status, link to online enrollment verification.

Student Records
- View Grade Status: View Pending, Postgraduate Status, View Pending. Enroll in a Sallie Mae Tuition Payment Plan. Display grades and transcripts. Review charges and payments. Make Credit Card or Check Payment: Select or Change a Payment Plan.

Financial Aid

FERPA
- Determine who can/cannot have access to your educational records.
Step 5: Select Tuition Payment Plan
Step 6: You will be redirected to the payment portal. Enter your student identification number and pin number. Select the LOGIN Button.

Step 7: Once you log into the payment portal, select Payment Plans at the top of the page.
Step 8: Select Enroll Now to start the payment plan process.
Step 9: Select the term from the drop down. Once the term has been selected, proceed by clicking select.
Step 10: There are 2 options on this page to proceed with establishing your payment plan

1. You can select DETAILS and it will take you to screen 10A below. This option allows you to verify the conditions of the payment plan.

OR

2. If you do not want to verify the conditions of the plan, proceed by clicking SELECT on this page and it take you to screen 10B.

Screen 10A - You can proceed by clicking select on this screen.
SCREEN 10B. You can expand the plan description by clicking Show More. Once you have verified the details, select Continue.

Step 11 Select your payment method. Click Continue to proceed.
Step 12: Enter your card number and select Continue to proceed.

Step 13: Enter the remainder of your credit card information. If you would like to save this card in your profile for future payments, you can save it here. Select Continue.
Step 14: Scroll through the terms and conditions, select the box indicating that you agree to the terms and conditions. Select Continue to proceed.
Step 15: Once payment has been processed successfully, a receipt will populate on the screen and you will also receive an email confirming payment. You have the option to print.

Congratulations!! You have now completed the financial enrollment process. Your status will be updated on Banner Web in an hour. Please verify your enrollment status by following these steps:

Log in to Banner Web – Student Services and Financial Aid- Student Records – Your Current Enrollment Status