



General Information

Basic Tuition and Fees due for the semester may be paid in installments. There is a \$60.00 nonrefundable service charge for the Basic Tuition and Fee Installment Plan; the service charge is paid prior to registration, along with an initial payment of \$800.

Parking fees and other miscellaneous fees may **not** be paid in installments.

Please Note: Installment Payment Contract can only be completed and submitted **online**.

Payment Instructions

Log-in to WebPortal and choose Student Account Services from the menu options. Read the terms, conditions and related information carefully. The Basic Tuition and Fee Installment Plan is essentially a loan, and it is important that you understand the terms of the contract.

Complete all sections of the online form. Amounts due will be adjusted based on the units in which you actually enroll.

You will be paying the first payment online using MasterCard, Visa, Discover, American Express, Diners Club, or Electronic Check (using your bank account and routing number). Installment Contracts are **not accepted in person**.

Student Account Services sends e-mail notifications for outstanding bills. Billing notification e-mails are sent approximately on the 20th of each month with installment payments due about 15 days later. Subsequent bills will indicate a minimum required payment amount.

Outstanding installment payments may be made in person, online, and by mail through one of the payment options listed above. Our online system, CashNet™ SmartPay, does not assess an additional service charge for outstanding installment payments.

SDSU – IV Campus Mail form to: Cashiers Office, 720 Heber Avenue, Calexico, CA 92231

SDSU – San Diego Mail form to: Student Account Services, 5500 Campanile Drive, San Diego, CA 92182-7426

Out-of-state Tuition

A separate installment plan is available for the payment of nonresident (out-of-state and foreign) tuition.

Service charges equal to 15% of each installment payment are assessed. Students can avoid the service charges by paying their tuition in full prior to the first day of classes.

FALL/Spring 20___ INSTALLMENT PAYMENT COUPON

Name: _____

Student Local Phone _____

Red ID #: _____

Total Amount Enclosed: \$ _____