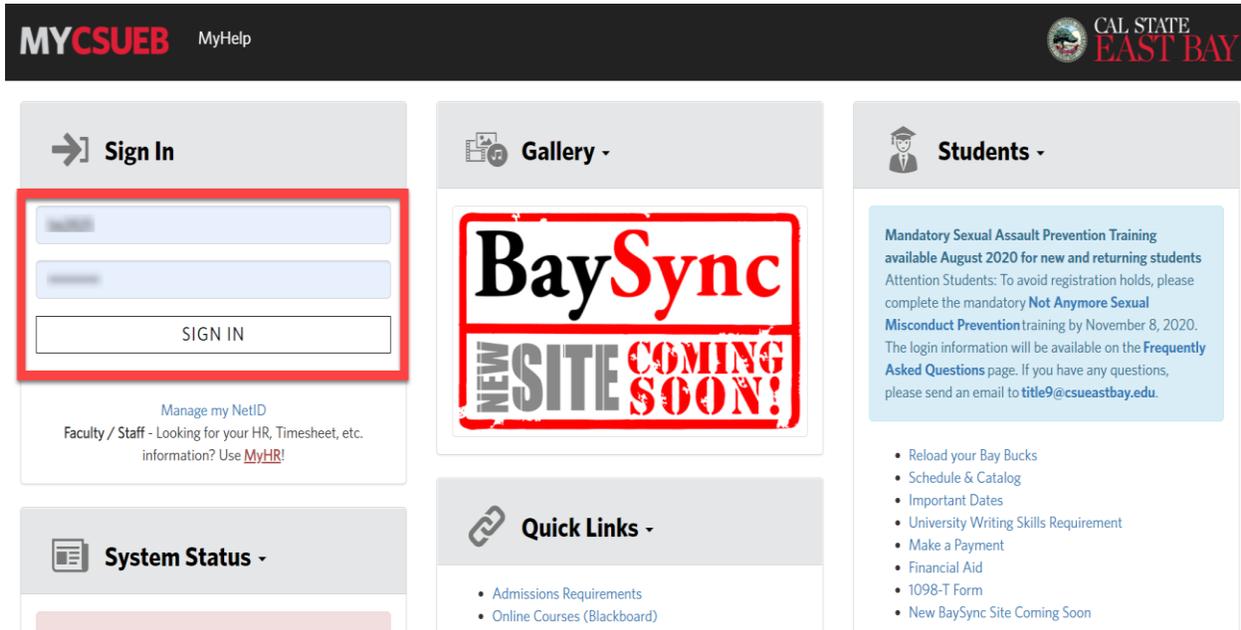


How to Enroll in the Installment Payment Plan

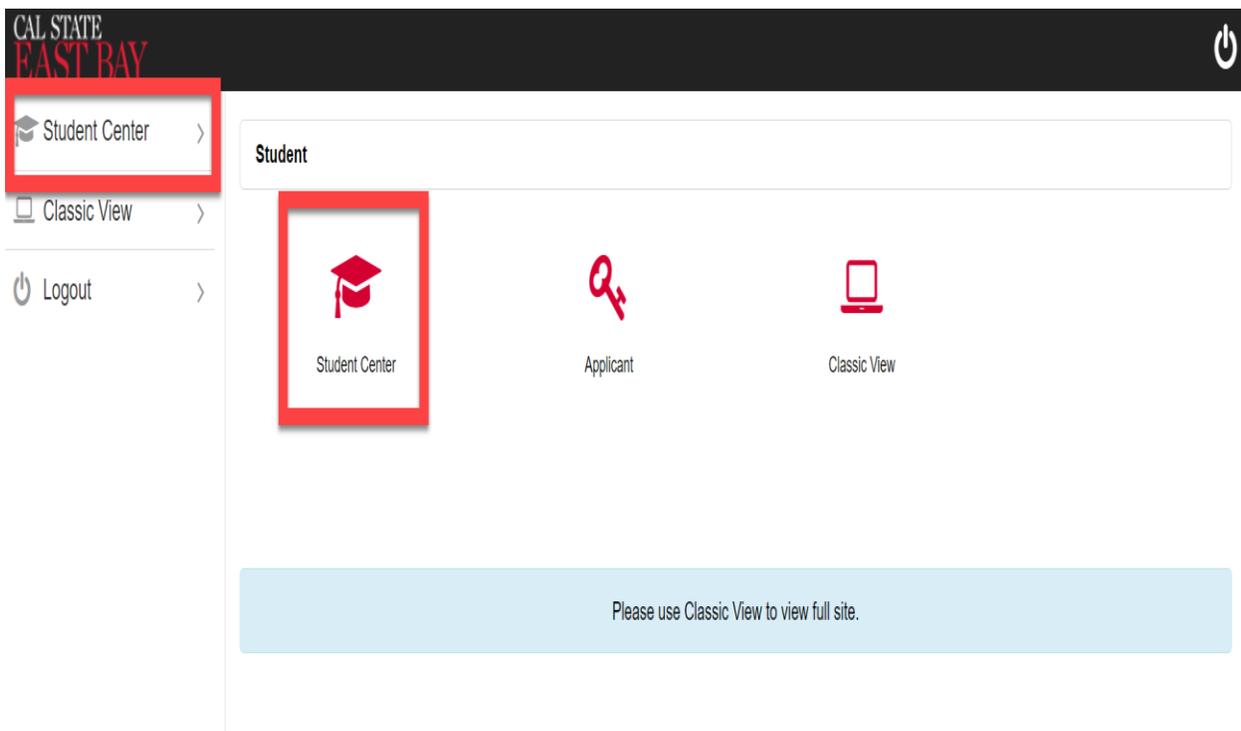
Follow the 5-step process below to enroll in the Installment Payment Plan:

1. Go to [MyCSUEB](#) and sign in



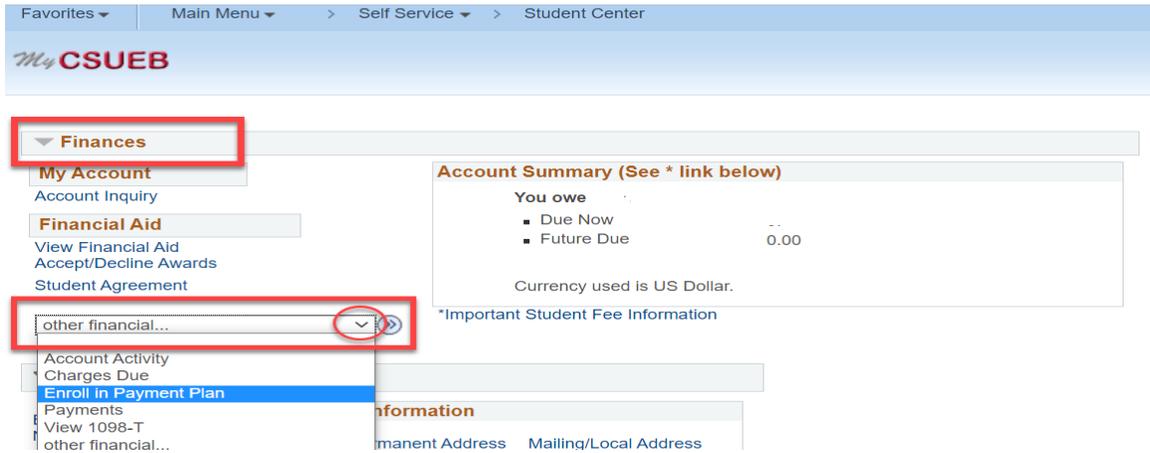
The screenshot shows the MyCSUEB website home page. The top navigation bar includes the MyCSUEB logo, MyHelp, and the Cal State East Bay logo. The main content area is divided into three columns. The left column features a 'Sign In' button and a login form with fields for NetID and Password, both highlighted with a red box. Below the login form is a link to 'Manage my NetID' and a note for Faculty/Staff. The middle column has a 'Gallery' section with a 'BaySync' banner that says 'NEW SITE COMING SOON!' and a 'Quick Links' section with links to Admissions Requirements and Online Courses (Blackboard). The right column has a 'Students' section with a notice about Mandatory Sexual Assault Prevention Training and a list of links including Reload your Bay Bucks, Schedule & Catalog, Important Dates, University Writing Skills Requirement, Make a Payment, Financial Aid, 1098-T Form, and New BaySync Site Coming Soon.

2. Click on "Student Center" (upper left-hand corner or center left-hand)

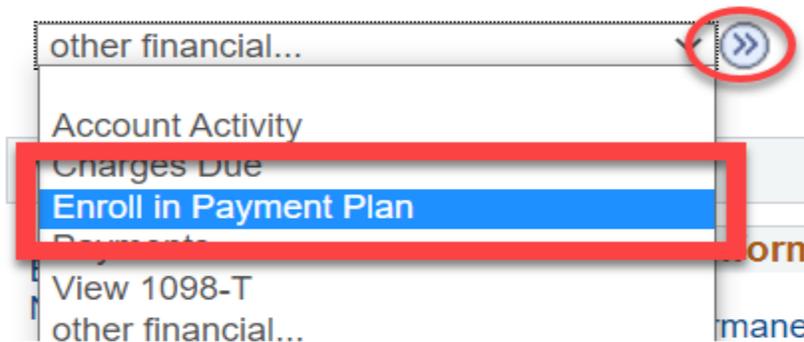


The screenshot shows the MyCSUEB website after logging in. The top navigation bar includes the Cal State East Bay logo and a power icon. The left navigation menu has three items: 'Student Center' (highlighted with a red box), 'Classic View', and 'Logout'. The main content area has a 'Student' header and three icons: 'Student Center' (highlighted with a red box), 'Applicant', and 'Classic View'. A blue banner at the bottom of the main content area says 'Please use Classic View to view full site.'

3. Scroll down to the "Finances" section, find the "other financial..." box and click on the down menu arrow.



4. Select "Enroll in Payment Plan" then choose the plan that you wish to sign up for.



5. Follow the on-screen instructions to the very end.

