

HOW TO SIGN UP FOR A PAYMENT PLAN

**THE COLLEGE OF NEW JERSEY
THE OFFICE OF STUDENT ACCOUNTS**

PLAN OPTIONS

Graduate Plans

5 Months / 5 Payments

- * Covers just the semester bill.
- * Fall semester plan runs from August 25th to December 25th
- * Spring semester plan runs from February 25th - June 25th
- * Minimal enrollment fee of \$25.
- * "Catch up" payments for late enrollment suspended

Undergraduate Plans

6 Months / 6 Payments

- * Covers the semester bill.
- * Fall semester runs from July 25th to December 25th.
- * Spring semester runs from January 25th to June 25th
- * Minimal enrollment fee of \$25
- * "Catch up" payments for late enrollment suspended

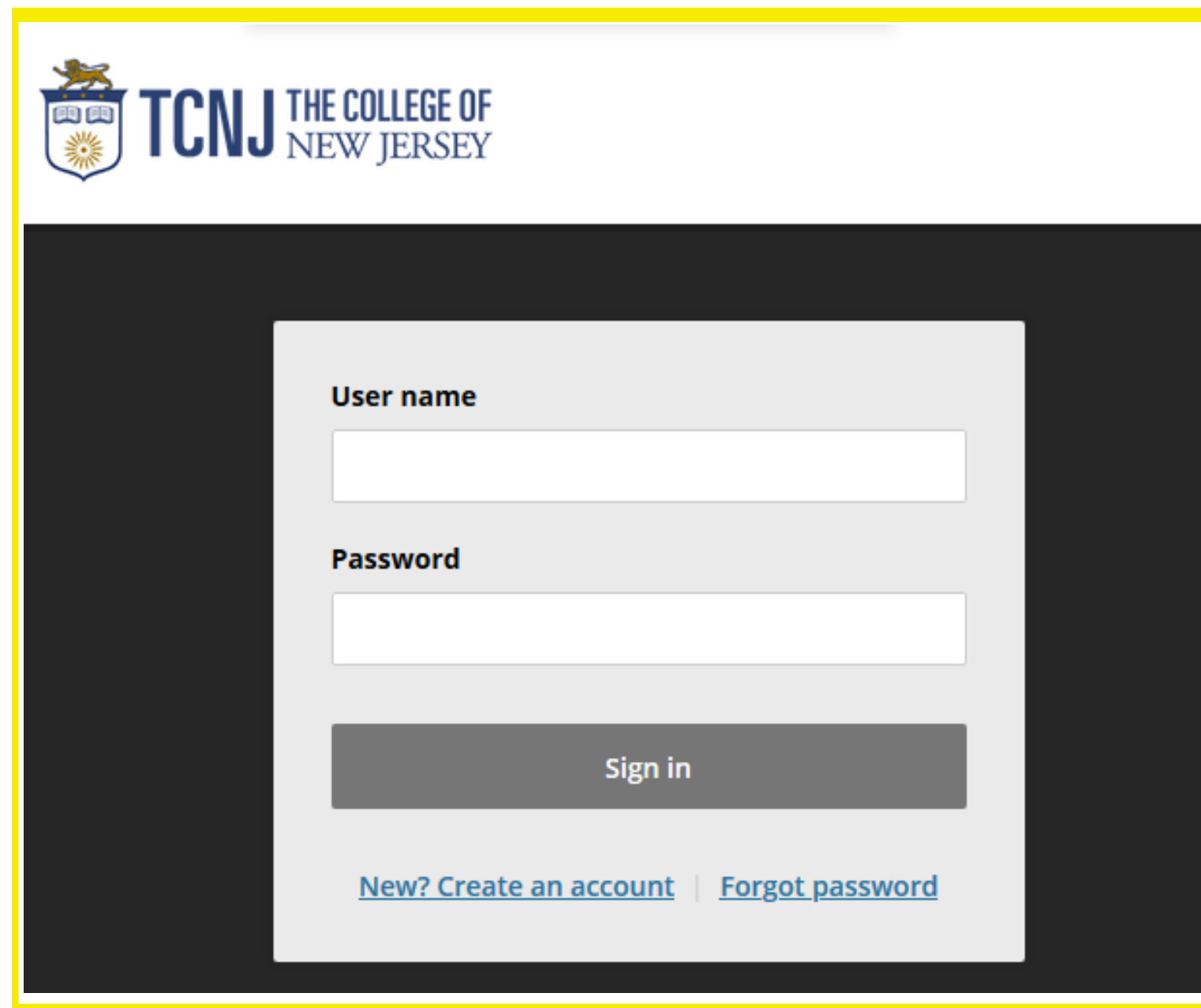
HOW TO SIGN UP FOR A PAYMENT PLAN

- * Enrollment is web based only.
- * You can enroll online at <https://commerce.cashnet.com/tcnjpay>
- * Customer service can be reached at 1-(877)-821-0625 to assist with any questions.

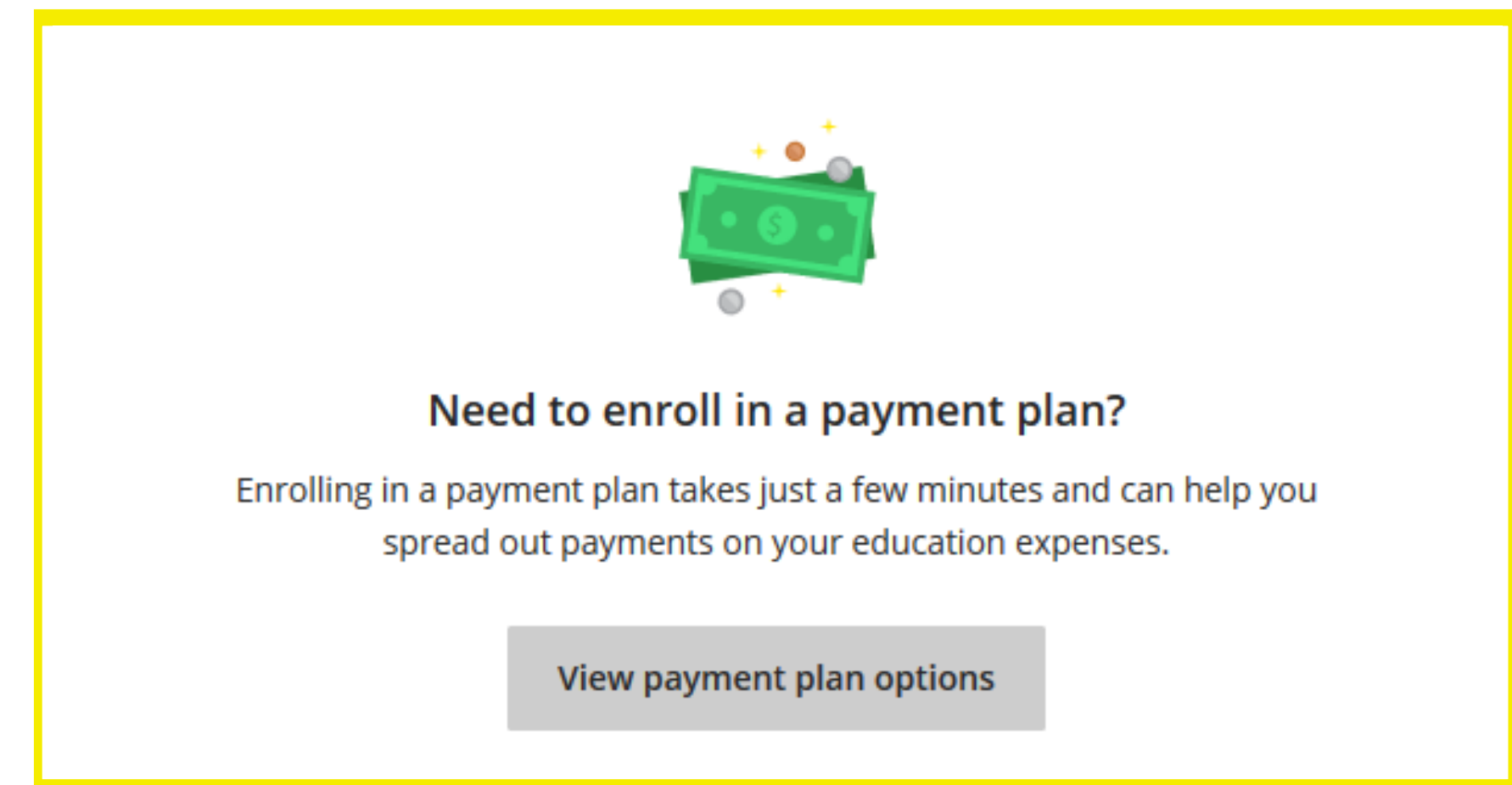
SIGNING UP FOR A PLAN

Step 1: Visit the Payment Plan website at <https://commerce.cashnet.com/tcnjpay>. If you are a returning payment plan user please log in. New users should click "New? Create an account" and complete all required fields including email and password.

Step 2: Once signed in click "View Payment plan options"

A screenshot of the TCNJ login page. At the top left is the TCNJ logo with the text "THE COLLEGE OF NEW JERSEY". Below the logo is a dark grey login form with a white background. The form contains two input fields: "User name" and "Password". Below the password field is a grey "Sign in" button. At the bottom of the form are two links: "New? Create an account" and "Forgot password".

Step 1

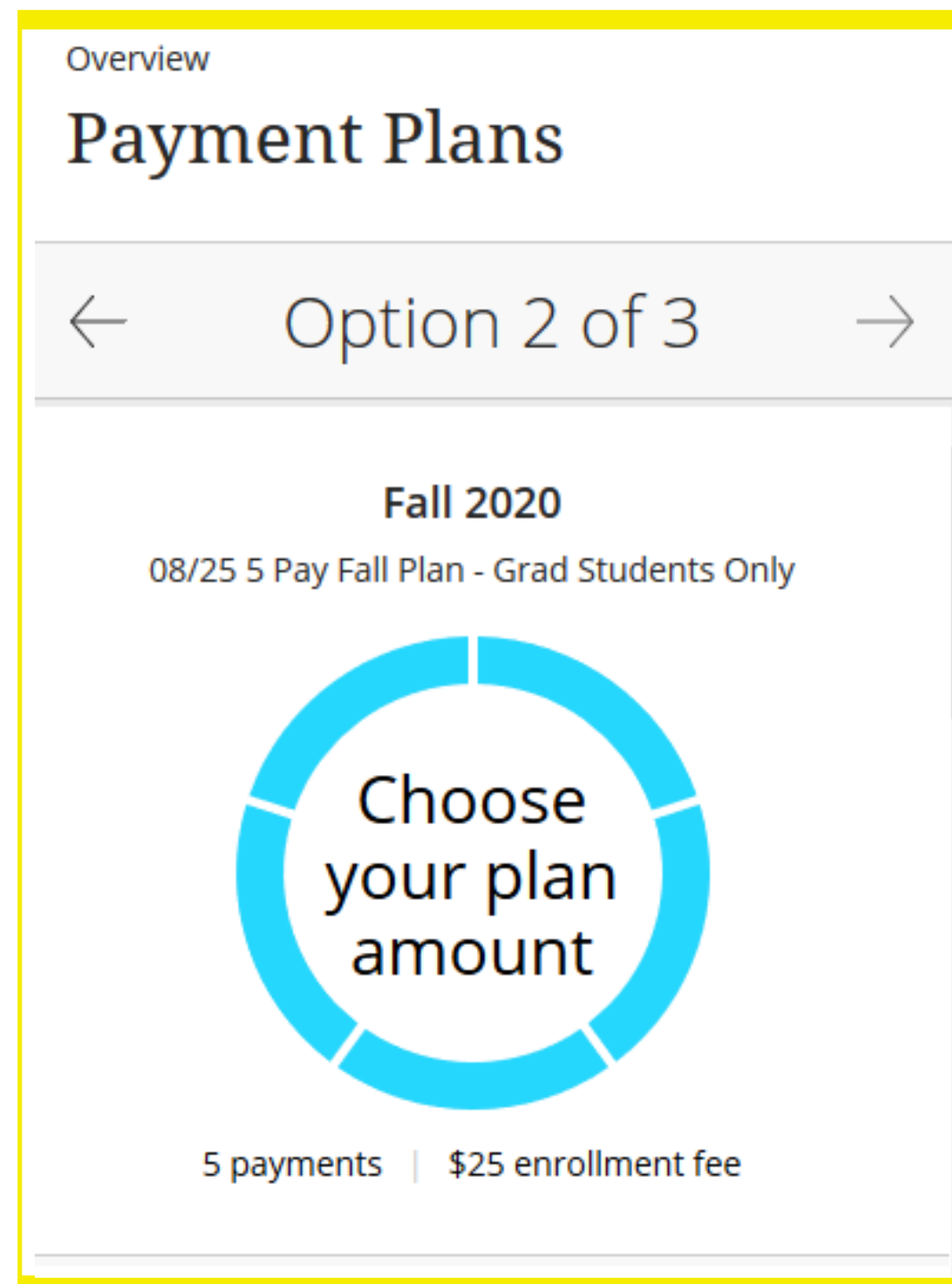


Step 2

SIGNING UP FOR A PLAN

Step 3: Review your available plan options by using the arrows next to Option

Step 4: Scroll down and enter your plan amount, you will see your monthly payments calculated for you. Once you have selected a plan and budget that works for you, click "Enroll in Plan".

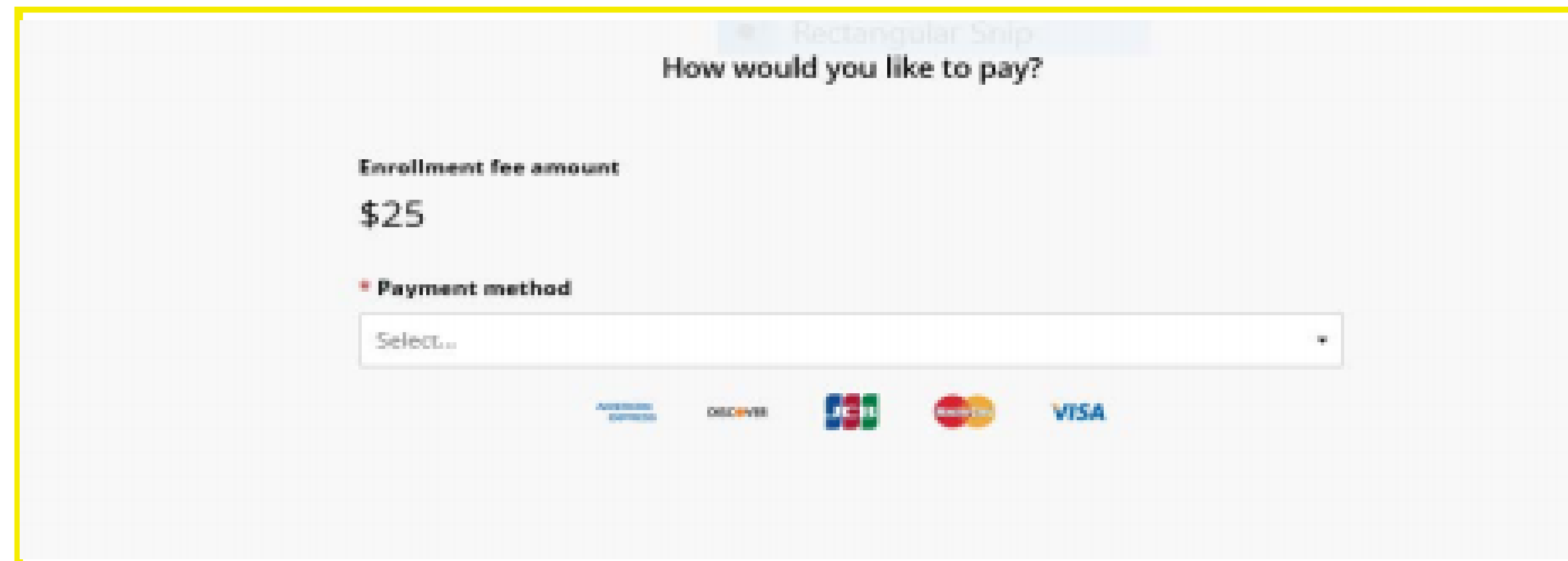


Step 3

SIGNING UP FOR A PLAN

Step 5: You will be brought to the financial terms, payment schedule and Terms and Conditions for your plan. Once you have agreed to the terms, select continue

Step 6: You will be prompted to pay the enrollment fee. Select a payment method and enter payment information



Rectangular Snip

How would you like to pay?

Enrollment fee amount
\$25

Payment method

Select...

AMERICAN EXPRESS DISCOVER JCB MASTERCARD VISA

Step 6

SIGNING UP FOR A PLAN

Step 7: Verify plan and account information

Step 8: If everything is correct, select Pay

The screenshot shows a web form titled "Review" with a progress indicator showing the current step is highlighted. The form contains the following sections:

- Summary:** A table with one row: "Spring 2020: \$1000.00 (May Spring 2020 - Undergraduate only) Enrollment fee: \$100".
- Payment details:** A table with five rows: "Account holder name: Amber Tan", "Account type: CHECKING", "Routing transit number: 031172188", "Bank account number: ****7888", and "Bank: PEOPLE'S UNITED BANK, N.A., BRIDGEPORT, CT".
- Email address:** A text field containing "amber@gmail.com".
- Enrollment information:** A table with three rows: "Date of Birth (MM/DD/YYYY): 01/01/1990", "Year of Graduation: 2020", and "Phone Number (000-000-XXXX): 800-771-2145".

At the bottom right of the form, there are two buttons: "Cancel" and "Pay \$100".

Step 7

Making an Installment Payment

Step 1: Sign in to your account, <https://commerce.cashnet.com/tcnjpay>

Step 2: You will see your plan on your dashboard. Select your own payment amount or from an option at the bottom of the screen. And select CONTINUE

Step 3: Enter payment information. Confirm information is correct and then select PAY. * A credit card fee of 2.75% is applied to all credit card transactions.

How much would you like to pay?

Spring 2020: 01/25 3 Pay Spring Plan- Undergraduate Only

\$3,333.33
Next payment due 1/25/20

Paid \$0 | Remaining \$10,000

Amount

\$3,333.33

Maximum: \$10,000

Due 1/25/20 \$3,333.33

Balance \$10,000

\$3,333.33
\$3,333.33

Cancel Continue

Step 2

Last step! Let's make sure we have your correct information.

Summary [Change](#)

Spring 2020: 01/25 3 Pay Spring Plan- Undergraduate Only

Amount due 1/25/20 \$3,333.33

Service charge \$91.67

Payment details [Change](#)

Card number **** * 5454

Expiration date 12/19

Zip/Postal code 08628

Email address amber@gmail.com

This site is protected by reCAPTCHA and the Google [Privacy Policy](#) and [Terms of Service](#) apply.

Cancel Pay \$3,425

Step 3

ADDITIONAL PAYMENT PLAN INFORMATION

- * Payments are due on the 25th of each month.
- * No interest.
- * No credit check or co-signer needed; this is NOT a loan.
- * To adjust your plan you may contact customer service (by phone or online) or contact TCNJ's Payment Plan Representative directly at (609) 771-3145 or paymentplan@tcnj.edu.
- * Plan increases can be done online only.