


Applying for Payment Plan – Student Center

Steps	Descriptions
1.0	Access the UHCL E-Services page at www.uhcl.edu/eservices . Enter your UHCL network ID and password OR your 7-digit PeopleSoft ID and password.
2.0	From the Student Home page, click on the Student Center tile. 

3.0

From the Student Center page, click on **Payment Plans** link under **Finances** section.

[< Student Home](#)

TesterJoe's Student Center

▼ **Academics**

[Search Plan](#)
[Enroll](#)
[My Academics](#)

other academic... ▼ >>

This Week's Schedule	
Class	Schedule
COMM 1315-01 LEC (22064)	MoWeFr 9:00AM - 9:50AM Bayou Building 1228
HUMN 1301-02 LEC (21533)	MoWeFr 8:00AM - 8:50AM Bayou Building 1211
POLS 2305-02 LEC (22008)	MoWeFr 12:00PM - 12:50PM Bayou Building 3326
POLS 2306-02 LEC (22011)	MoWeFr 11:00AM - 11:50AM Bayou Building 3332
WRIT 1302-03 LEC (21255)	MoWeFr 10:00AM - 10:50AM Student Services Bld 2305

[enrollment shopping cart ▶](#)

▼ **Search for Classes**

▼ **Holds**

DELINQUENT HOLD
Drop/Withdrawal Advising
MAP Advising

[Details ▶](#)

▼ **To Do List**

No To Do's.

▼ **Enrollment Dates**

[Open Enrollment Dates](#)

▼ **Advisor**

Program Advisor

Sarah A Lechago
281/283-3331
Jacqueline Nicole Langford
281/283-3090

[Details ▶](#)

6 Drop Rule Count

UHCL count:	0
Other Texas Institution:	0
Total Count	0

Acceptable drop reasons do not reflect in the drop count. State Law (TEC, Section 51.907) limits the amount of unacceptable drops to six. Please be aware of your total drop count to avoid academic penalty.

Financial Aid

Counselor: None assigned

▼ **Finances**

Student Financials

[Account Balance](#)
[Account Summary](#)
[Charges Due](#)
[Pending Financial Aid](#)
[Payment Plans](#)

Financial Aid

[View Financial Aid](#)
[Accept/Decline Awards](#)

i

Account Balance

Spring 2017	
Term Balance	\$3945.00
Pending Aid	\$0.00
Term Total	\$3945.00
Prior Balance	\$0.00
Total Amount Due	\$3945.00

▼ **Personal Information**

[Demographic Data](#)
[Names](#)
[Privacy Settings](#)

other personal... ▼ >>

Contact Information

<p>Mailing Address</p> <p>314 Oak Vista Drive Friendswood, TX 77546-3833 Galveston</p> <p>Home Phone None</p>	<p>Permanent Address</p> <p>314 Oak Vista Drive Friendswood, TX 77546-3833 Galveston</p> <p>Email Address</p>
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▼ **Admissions**
i **You do not have any pending applications at this time.**

4.0

UHCL offers two types of payment plans for self-service: Short Term Loan and Installment Plan.
**Note: Summer Term only offers the Short Term Loan.

From the **Payment Plans** page, press the **Select This Plan** button corresponding to your choice of payment plan.

Joe Richard Test

go to ...

- Balance
- Summary
- Charges Due
- Payments
- Pending Financial Aid
- Make A Payment
- Payment Plans**
- 1098t

Payment Plans

View Existing Payment Plan

Current Year's Payment Plans	
Term	Payment Plan

[View ALL my existing payment plans](#)

Select New Payment Plan

Please select the payment plan that you would like to add to your account. Only one payment plan may be selected for each term.

Payment Plan Options	
Spring 2017 Short Term Loan 25% of total fees plus \$15.00 loan fee due on 01/13/17 for early and open registration; or 25% of total fees plus \$15.00 loan fee due on 01/25/17 for late registration. Remaining 75% is due 03/29/17.	Select This Plan
Spring 2017 Installment Plan 25% of total fees plus \$15.00 installment fee due on 01/13/17 for early and open registration; or 25% of total fees plus \$15.00 installment fee due on 01/25/17 for late registration. Remaining balance due equally 02/15/17, 03/13/17 and 04/06/17	Select This Plan

5.0

Short Term Loan

5.1

Once the payment plan is selected, the payment details (ie. amounts and due dates) are displayed. Press the **Continue** button to proceed.

Joe Richard Test

go to ...

- Balance
- Summary
- Charges Due
- Payments
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- 1098t

Payment Plans

Spring 2017 Short Term Loan

ALL PAYMENTS MUST BE RECEIVED BY THE DUE DATE INDICATED BELOW TO INSURE CONTINUOUS ENROLLMENT. A STUDENT WHO FAILS TO MAKE FULL PAYMENT OF TUITION AND FEES, INCLUDING ANY INCIDENTAL FEES, BY THE DUE DATE MAY BE PROHIBITED FROM REGISTERING FOR CLASSES UNTIL FULL PAYMENT IS MADE. A STUDENT WHO FAILS TO MAKE A PAYMENT PRIOR TO THE END OF THE SEMESTER MAY BE DENIED CREDIT FOR THE WORK DONE THAT SEMESTER.

The plan below is an estimate of the payment plan that you are choosing. This total does NOT reflect any waiver, financial aid and previously made payment. The actual amount will be determined when the plan is posted to your account. Please check your student account for actual account balance. This plan does not cover any prior unpaid balances, which must be paid in addition to your first installment.

Charges to be Included on Payment Plan		
Due Date	Item Amount	Description
01/13/2017	15.00	Installment Plan Fee
01/13/2017	986.25	25%
03/29/2017	2958.75	75%

Continue

Cancel

5.2 After pressing the **Continue** button, the payment plan contract is displayed for review.

Joe Richard Test go to ...

Balance Summary Charges Due Payments Pending Financial Aid Make A Payment Payment Plans 1098t

Payment Plans

Spring 2017 Short Term Loan

Payment Plan Contract
University of Houston Clear Lake
Short Term Loan Application
Registration for Spring 2017

A STUDENT WHO FAILS TO MAKE FULL PAYMENT OF TUITION AND FEES, INCLUDING ANY INCIDENTAL FEES, BY THE DUE DATE MAY BE PROHIBITED FROM REGISTERING FOR CLASSES UNTIL FULL PAYMENT IS MADE. A STUDENT WHO FAILS TO MAKE PAYMENT PRIOR TO THE END OF THE SEMESTER MAY BE DENIED CREDIT FOR THE WORK DONE THAT SEMESTER.

This loan is for payment of the Spring 2017 semester.
I promise to pay the University of Houston-Clear Lake the full sum. This note bears five per cent (5%) interest per annum. Non-payment will result in holds on registration, transcripts, grades and other university processing. Additional collection and attorneys fees may be added to past due loans.

I accept the above Terms and Conditions

Submit Cancel

5.3 Check the box to accept the **Terms and Conditions**, then press the **Submit** button. The **Submit** button will only be enabled until the Terms and Conditions acceptance box is checked.

I accept the above Terms and Conditions

Submit Cancel

5.4

A message indicating a successful enrolment is displayed.

Joe Richard Test

[Balance](#)
[Summary](#)
[Charges Due](#)
[Payments](#)
[Pending Financial Aid](#)
[Make A Payment](#)
[Payment Plans](#)
[1098t](#)

Payment Plans

Spring 2017 Short Term Loan

You have successfully enrolled in this payment plan.

Payment Plan Contract

University of Houston Clear Lake
 Short Term Loan Application
 Registration for Spring 2017

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Joe Richard Test

E-signed on 12/07/2016 6:28:28AM

5.5

Go to **Charges Due** tab to verify the payment plan applied.

Joe Richard Test

[Balance](#)
[Summary](#)
[Charges Due](#)
[Payments](#)
[Pending Financial Aid](#)
[Make A Payment](#)
[Payment Plans](#)
[1098t](#)

Charges Due Summary

Empl ID 0003569
 Date Created 12/07/2016

Charges by Due Date			
Payment Due Date	Messages	Amount Due	View details
01/13/2017	Installment 1 of EMR Calculated Loan Plan included in amount due	\$1,001.25	View details
03/29/2017	Installment 2 of EMR Calculated Loan Plan included in amount due	\$2,958.75	View details
	Total Due	\$3,960.00	

6.0

Installment Loan

6.1

Once the payment plan is selected, the payment details (ie. amounts and due dates) are displayed. Press the **Continue** button to proceed.

Joe Richard Test

- Balance
- Summary
- Charges Due
- Payments
- Pending Financial Aid
- Make A Payment
- Payment Plans**
- 1098t

Payment Plans

Spring 2017 Installment Plan

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Charges to be Included on Payment Plan			Personalize Find View All	First 1-5 of 5 Last
Due Date	Item Amount	Description		
01/13/2017	15.00	Installment Plan Fee		
01/13/2017	986.25	25%		
02/15/2017	986.25	25%		
03/13/2017	986.25	25%		
04/06/2017	986.25	25%		

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Payment Plans

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This installment plan is for payment of the Spring 2017 semester. I promise to pay the University of Houston-Clear Lake the full sum. There is a \$10.00 late fee assessed to the second, third, and fourth installments if paid after the due date. A \$50.00 default fee is assessed if payment is made after the closing of the spring semester. Nonpayment will result in holds on registration, transcripts, grades and other university processing. Additional collection and attorneys fees may be added to past due installments.

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Payment Plans

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Empl ID 0003569
 Date Created 12/07/2016

Charges by Due Date			
Payment Due Date	Messages	Amount Due	View details
01/13/2017	Installment 1 of Calculated Installment Plan included in amount due	\$1,001.25	View details
02/15/2017	Installment 2 of Calculated Installment Plan included in amount due	\$986.25	View details
03/13/2017	Installment 3 of Calculated Installment Plan included in amount due	\$986.25	View details
04/06/2017	Installment 4 of Calculated Installment Plan included in amount due	\$986.25	View details
	Total Due	\$3,960.00	