

How to Enroll in the Installment Payment Plan (IPP)

Bursar's Office

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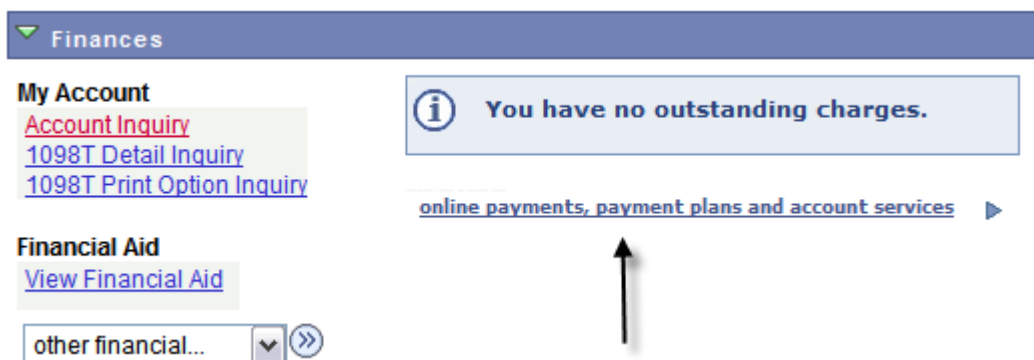
1. Go to [MySJSU](http://my.sjsu.edu) (<http://my.sjsu.edu>) and click the **Login to MySJSU** button.
2. Enter your **User ID** and **Password** and click the **Sign In** button.
3. From the **Student Center** page (your homepage), scroll down to **Finances**.
4. Click the **online payments, payment plans and account services** hyperlink.



User ID:

Password:

3. From the **Student Center** page (your homepage), scroll down to **Finances**.
4. Click the **online payments, payment plans and account services** hyperlink.



5. Click the **Enroll in a Payment Plan** button.



Note: You must be enrolled in regular university classes to use the payment plan. The plan is not available for Special Session or Open University students. If you want to sign up for the installment payment plan, **please** select the plan **before** making your first payment. There is a fee to use this plan. For detailed information regarding the payment plan, view the Bursar's website at <http://www.sjsu.edu/bursar/fees/installments/>

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For additional information, visit [Installment Payment Plan](http://www.sjsu.edu/bursar/fees/installments/) (<http://www.sjsu.edu/bursar/fees/installments/>).

For additional assistance, visit [MySJSU Financial Information](http://my.sjsu.edu/students/help/financial/) (<http://my.sjsu.edu/students/help/financial/>).