



# Setting up an Installment Payment Plan

Paying with an Electronic Check

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Welcome

What is a U-Number?

Your U-Number is your unique

Your University username is

My Profile

My Resources

My Degree

My Finances

Veterans

Duo

ber. It is also referred to as your University ID, Banner ID, or even your Student ID. Your U-Number is .

A Universal User ID, which is also the first part of your UofM email address, is your username for using the computing services offered for students of the University of Memphis.

Select "My Finances" Under the Student Pages Drop Down Menu Item in MyMemphis.edu

Registration and Records

<https://lum5test.memphis.edu/web/home-community/finances>

Fees/Financial Aid/Scholarship

Go to ▾

Click on the TigerXpress

myMemphis

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## Campus Card, Bursar and TigerXpress

# TigerXpress

- Access TigerXpress to view/pay fees, setup installments, direct deposits, add authorized users
- Trouble logging on?
- Access the Bursar's web site for more information about paying and understanding fees and payment deadlines

## Campus Card

- Add money to your Campus Card (not available on mobile devices), view transactions, view meal plan information (if applicable) and deactivate/reactivate your Campus Card.
- On Campus Dining & Meal Plans

## Fees/Financial Aid/Scholarship

Show my Account Balance

- Fee Deadlines
- Refund Dates
- Ways to Pay
- Pay my Bill
- Granting Access to Parents/Authorized Users
- Need help?

New Financial Aid requirements can be added after existing requirements are satisfied.  
**Check here often.**

2223 (applies to Fall 2022, Spring 2023 and Summer 2023) ▾

View Financial Aid Requirements and Information

Requirements for Aid Year:

**Financial Aid Requirements for Academic Year 2223**

First time Borrowers must complete loan entrance counseling ✓ ⓘ  
Yes to Title IV Authorization ✓ ⓘ



### Announcement

## Welcome to TigerXpress

### Important Information:

**Credit and Debit Cards:** A 2.95% non-refundable processing fee will be added by Touchnet Paypath, a third-party processing and payment company, to all credit and debit card payments in TigerXpress. Please refer to the following for more detailed information:  
<https://www.memphis.edu/usbs/fees/creditcardfee.php>.

**Registration/Grades/Transcript Holds:** Once you have paid your account balance in full, registration and grade/transcript holds will be released automatically at approximately 7:00,9:00,11:00,1:00,3:00,5:00 a.m. and p.m. each day, including weekends.

**International Payments:** International students please pay with Flywire at <http://www.memphis.edu/usbs/fees/fee.php>.

To sign up for direct deposit of your refunds, complete your setup in the Refund Account Setup page.

I would like to pay...  Go!

**View Account:**

Balance	\$3,948.00
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[View Activity](#) [Enroll in Payment Plan](#)

**Statements**

Your latest eBill Statement (2/28/18) Statement : -\$3,588.34	<a href="#">View Statements</a>
Your latest 1098-T Tax statement 2022 1098-T Statement	<a href="#">View Statements</a>

Click on the "Enroll in Payment Plan" button to begin.

### My Profile Setup

- Authorized Users
- Personal Profile
- Payment Profile
- Security Settings
- Consents and Agreements
- Electronic Refunds

**Term Balances**

Fall 2023	\$3,948.00
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## Payment Plan Enrollment



Select



Schedule



Agreement

Select a term

Select Term



Select

If plans are available for multiple accounts, you must select both account and term.

Using the drop-down menu, select the term you wish to sign up for the Installment Payment Plan and then click "Select" button.



## Payment Plan Enrollment



Select



Schedule



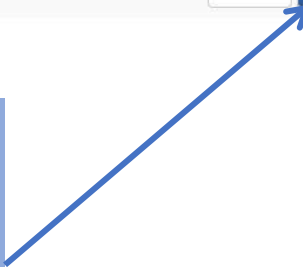
Agreement

Select a term

If plans are available for multiple accounts, you must select both account and term.

Plan Name	Setup Fee	Required Down Payment	Installments	Late Payment Fee	Action
Fall 2023 Early Installment Payment Plan	\$25.00	25.00%	3	\$25.00	<input type="button" value="Details"/> <input type="button" value="Select"/>

This will detail the available Installment Payment Plan currently available for the term that you selected. Click on "Select" button to select the plan.





## Payment Plan Enrollment



Select



Schedule



Agreement

### Fall 2023 Early Installment Payment Plan

Please review your payment schedule carefully before completing your enrollment. Also, please note that amounts listed on this page may include account activity that is more recent than any billing statement you might have received. In the Account Activity page, you can review all recent charges and credits to your account.

#### Plan Description

The Installment Payment Plan (IPP) is reserved for students in good financial standing with the University. At the time of enrollment a 25% down payment is required and a \$25.00 enrollment fee is added to the IPP. The remaining balance is due in three separate installments: September 1, 2023; October 1, 2023; and November 1, 2023. A \$25 Late Payment Fee will be assessed on each installment that is not received by the University on or before the due date. Please visit the University & Student Business Services web site for the complete Installment Payment Plan guidelines.

#### Eligible Charges and Credits

Description	Charges(\$)	Credits(\$)
Fees	756.00	
Tuition	3,192.00	
Previous balance		0.00
<b>Balance:</b>		<b>3,948.00</b>

Required down payment

Additional down payment

Update Schedule

#### Payment Schedule

The payment plan schedule provided below only includes charges and credits that are eligible for the payment plan. Any additional amounts owed as reflected below will need to be paid separately. You may make a payment toward the amount not included in the plan after enrolling in the plan.

You owe an additional \$0.00

Installments	Due Date	Amount paid(\$)	Amount Due(\$)
Installment 1	9/1/23	0.00	987.00
Installment 2	10/1/23	0.00	987.00
Installment 3	11/1/23	0.00	987.00
<b>Total amount paid:</b>		<b>0.00</b>	
<b>Total of installments:</b>			<b>2,961.00</b>

Current Charges	Due Date	Amount paid(\$)	Amount Due(\$)
Setup fee	Due now	0.00	25.00
Down payment	Due now	0.00	987.00
<b>Total amount paid:</b>		<b>0.00</b>	
<b>Total due now:</b>			<b>1,012.00</b>

#### Set up Automatic Payments

Would you like to set up payments to be made automatically on the dates shown above?

- Yes, I want to set up my payments. Let me choose the payment method that will automatically be used to make a payment on each due date.
- No, I don't want to set up payments. I will come back and make each payment on or before the due date.

Back Cancel Continue

This box is a breakdown of the charges on your account that will be included in the Installment Payment Plan you selected.

This box displays the terms of the plan including when each payment is due, the amount due for each payment, and the amount due now.

Choose how you would like your future payments to be made and then click "Continue."



## Payment Plan Enrollment



Select



Schedule



Payment



Agreement

- You must pay the plan fees before enrollment can be processed.
- You will be responsible for making installment payments on time, through this system, in person, or via mail.

Amount: \$1,012.00

Method

Electronic Check (checking/savings)

Back

Cancel

Continue

\*Card payments are handled through PayPath®, a tuition payment service.

**Electronic Check** - Payments can be made from a personal checking or savings account.

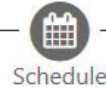
Use the drop-down menu to select how you will make your payment.

Once you select how you are going to make your payment, click "Continue".





# Payment Plan Enrollment



- You must pay the plan fees before enrollment can be processed.
- You will be responsible for making installment payments on time, through this system, in person, or via mail.

Amount: \$1,012.00  
Method: Electronic Check (checking/savings)

\*Card payments are handled through PayPath®, a tuition payment service.

## Account Information

\* Indicates required fields

You can use any personal checking or savings account. Do not enter other accounts, such as corporate account numbers, credit cards, home equity, or traveler's checks. Do not enter debit card numbers. Instead, enter the complete routing number and bank account number as found on a personal check.

\*Account type:

\*Routing number: (Example)

\*Bank account number:

\*Confirm account number:

## Billing Information

\*Name on account:

\*Billing address:

Billing address line two:

\*City:

\*State:

\*Postal Code:

## Option to Save

Save this payment method for future use

Save payment method as:

(example My Checking)

## Refund Options

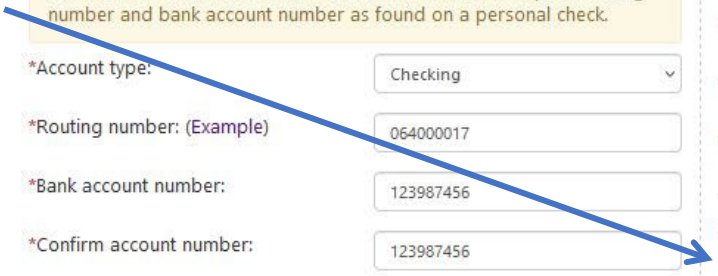
A passcode will be sent to you for Two-Step Verification. Please enter the passcode to save this refund method.

Make sure that you have the correct information from your bank account to fill out this form. The account number is **NOT** the same as what is on the debit card

Make sure the Name and Address information enter matches the bank so that problems do not occur

You can save this Payment Information by check the box and giving the account a unique name

Click Continue to move on





THE UNIVERSITY OF MEMPHIS | TigerXpress | Logout

My Account | My Profile | Make Payment | Payment Plans | Deposits

### Payment Plan Agreement

- You must accept this agreement to enroll in this payment plan. You will need to scroll through the agreement and select the checkbox to continue.
- You are submitting a payment today of \$1,012.00 as a part of your enrollment.

Please read the following agreement carefully before you continue.

<b>Annual Percentage Rate</b>	The cost of your credit as a yearly rate.	0.00%
<b>Finance Charge</b>	The dollar amount the credit will cost you, including all fees.	\$0.00
<b>Amount Financed</b>	The amount of credit provided to you or on your behalf.	\$2,936.00
<b>Total of Payments</b>	The amount you will have paid after you have made all payments as scheduled.	\$2,936.00

You have the right to receive at this time an itemization of the Amount Financed. Select Print Plan Amounts below for a printable version of this itemization.

If you pay your plan off early, you will not have to pay a penalty.

I, \_\_\_\_\_, hereby agree to pay the balance deferred as stated in this agreement in 3 installment payments on or before the due date specified for each installment. I understand that **INSTALLMENT AMOUNTS MAY CHANGE** over time to account for any new charges, payments, or financial aid adjustments. I understand that a late fee of \$25.00 will be assessed for each installment payment that is late.

I also understand that failure to meet the terms of this agreement may entitle **University of Memphis** to (1) declare the full balance plus late fees immediately due and payable by law, (2) refuse subsequent registration for any classes and/or drop current classes, (3) deny future enrollment in any payment plan, and (4) withhold grades, diplomas, or transcripts from being released until the unpaid balance, as well as all attorney fees, legal expenses, and other collection fees are paid in full.

I agree to the payment plan agreement.

Print Agreement | Change Payment Method | Cancel | Continue

Check the I agree box to be able to continue

Click the Continue button

# Payment Plan Enrollment



Select



Schedule



Payment



Plan Agreement



Agreement

## ACH Payment Agreement

I hereby authorize **University of Memphis** to initiate debit or credit entries to my Depository according to the terms below, and for my Depository to debit or credit the same to such account. In the event that this electronic payment is returned unpaid for any reason, I understand that a **\$30.00** return fee will be added to my student account.

Name:	<b>Test Student</b>
Address:	115 Wilder Tower Memphis TN 38152
Depository:	REGIONS BANK P.O. BOX 681 BIRMINGHAM,AL 35201
Routing Number:	064000017
Account Number:	xxxxx7456
Down payment:	\$1,012.00
Installments:	Installment 1 in the amount of <b>\$978.67 due on 9/1/23</b> Installment 2 in the amount of <b>\$978.67 due on 10/1/23</b> Installment 3 in the amount of <b>\$978.66 due on 11/1/23</b>

This agreement is dated 07/12/2023 15:17:07 PM CDT.

For fraud detection purposes, your internet address has been logged: 141. 49 at 07/12/2023 15:17:07 PM CDT

**Any false information entered hereon constitutes as fraud and subjects the party entering same to felony prosecution under both Federal and State laws of the United States. Violators will be prosecuted to the fullest extent of the law.**

To revoke this authorization agreement you must contact: [bursar2@memphis.edu](mailto:bursar2@memphis.edu)

Print and retain a copy of this agreement.

Please check the box below to agree to the terms and continue.

I agree to the above terms and conditions.

Back

Cancel

Print Agreement

Continue

Check the "I agree" box to continue

Click the "Continue" button to complete the enrollment process.

# Payment Plan Enrollment



Select



Schedule



Payment



Plan Agreement



Agreement

## ACH Payment Agreement

I hereby authorize **University of Memphis** to initiate debit or credit entries to my Depository according to the terms below, and for my Depository to debit or credit the same to such account. In the event that this electronic payment is returned unpaid for any reason, I understand that a **\$30.00** return fee will be added to my student account.

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Please check the box below to agree to the terms and continue.

I agree to the above terms and conditions.

Click the Continue button to complete the enrollment process

Back

Cancel

Print Agreement

Continue



## Payment Receipt

You have successfully enrolled in Fall 2023 Early Installment Payment Plan and your payment has been received. Thank you.

### Payment Confirmation

Payment date: 7/12/23  
Payment time: 15:18:32

Name on Bank Account: Test Student  
Bank Account Type: Checking  
Account number: xxxxx7456  
Student name:  
Depository: REGIONS BANK  
P.O. BOX 681  
BIRMINGHAM,AL 35201

**Name of Payee:** University of Memphis  
115 Wilder Tower  
Memphis, TN 38152  
Down payment: \$1,012.00  
Amount paid: \$1,012.00  
Confirmation number: 2

Please print this page for your records.

Print

You have signed up for the Installment Payment Plan Successfully.