

How to View my Student Invoice, Make Payments or Set Up CashNet Payment Plan

1. Log into your MyPark account using your username and password.
2. Once logged in, click the *Student* tab at the top of the page.
3. Click on *Student Accounts-View/Pay Bill*.

To View Student Invoice

4. Select *Billing Statement*.
5. Select *Get Invoice* (make sure the term you are looking for is selected from the drop-down).
6. Your invoice will load and you will be able to select the +/- signs next to tuition and fees/pending aid, in order to expand student details.

Minnie Mouse 3566 NW Graden Disneyland , MO	Student Id: 217685 Questions? Please contact: Student Accounts 1-877-505-1059 stuaccounts@park.edu	
TUITION AND FEES		
Session	Charge Description	Amount
Fall	+ Tuition and Fees	\$6,800.00
	Total Charges:	\$6,800.00
FINANCIAL AID		
Session	Aid Description	Amount

7. To see your class schedule expand on the invoice, select the calendar in the top right-hand corner.



To Make a Payment

4. Select Make a Payment.

5. You can then fill-in the placeholder boxes with the appropriate information.

Park Online Tuition Payment

Please fill in your information below. * indicates required fields.

Student Information

Name

Student ID

A confirmation e-mail of payment will be sent to your Park PirateMail. If you'd like to have confirmation of payment sent to another e-mail address, please specify below.

E-mail

Telephone

*Payment Amount \$ < -- If you wish to change the amount of Tuition you pay at the moment, you MUST change it here

Extra Notes, Information or Questions

To Set Up for a CashNet Payment Plan

4. Select *Sign Up for a Payment Plan*.

5. Once in CashNet, on the Overview page you will click on the “View Payment Plan Options” button.

PARK UNIVERSITY

Overview

Balance **\$750**

Summary

Balance (Balance)	\$750.00
Balance	\$750.00

Payment plans

Need to enroll in a payment plan?

Enrolling in a payment plan takes just a few minutes and can help you spread out payments on your education expenses.

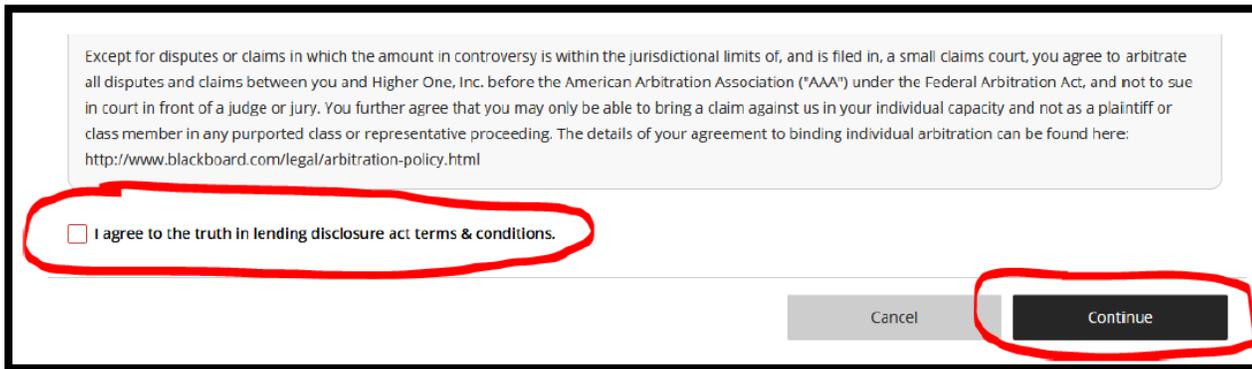
[View payment plan options](#)

NOTE: There will be up to 3 options to choose from; the first 8 week term, the 16 week semester and the second 8 week term. Once you select the term you are setting up a payment plan for the next page will show you the payment plan budget amount.

6. Click the “Enroll in Plan” button (see next image).

7. You will need to accept the eSignature Disclosure, if you haven't already done so.

8. You will need to check the box and agree to the Truth in Lending terms & conditions, then click "Continue".



Except for disputes or claims in which the amount in controversy is within the jurisdictional limits of, and is filed in, a small claims court, you agree to arbitrate all disputes and claims between you and Higher One, Inc. before the American Arbitration Association ("AAA") under the Federal Arbitration Act, and not to sue in court in front of a judge or jury. You further agree that you may only be able to bring a claim against us in your individual capacity and not as a plaintiff or class member in any purported class or representative proceeding. The details of your agreement to binding individual arbitration can be found here: <http://www.blackboard.com/legal/arbitration-policy.html>

I agree to the truth in lending disclosure act terms & conditions.

Cancel Continue

9. CashNet will ask for your birth date and your phone number.

10. You will then see the amount for your original down payment as well as subsequent payment amounts and due dates.

NOTE: Payment plans will be either 3 or 4 payments depending on if the class is 8 or 16 weeks. CashNet will split up the total amount you owe and give you the payment amounts and due dates for all payments. Your first payment will be due the day you set the payment plan up. There will also be a flat \$35 enrollment fee included in your first payment.

You are not able to change payment amounts or payment dates. These are automatically set.

Overview

Payment Plans

F219

Fall 2019 Term 2 Installment Plan



3 payments | \$35 enrollment fee

Payment Schedule

- 1 **\$250**
Payment due at time of enrollment
- 2 **\$250**
Payment due 11/14/19
- 3 **\$250**
Payment due 12/14/19

Auto pay available: If you set up auto pay, all scheduled payments will occur on the payment plan due dates.

Cancel

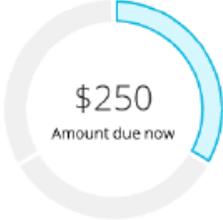
Enroll in plan

Payment due at time of enrollment
\$285

F219: Fall 2019 Term 2 Installment Plan

Enrollment fee	\$35
----------------	------

F219: Fall 2019 Term 2 Installment Plan



\$250
Amount due now

Plan amount \$750

First payment	\$250
---------------	-------

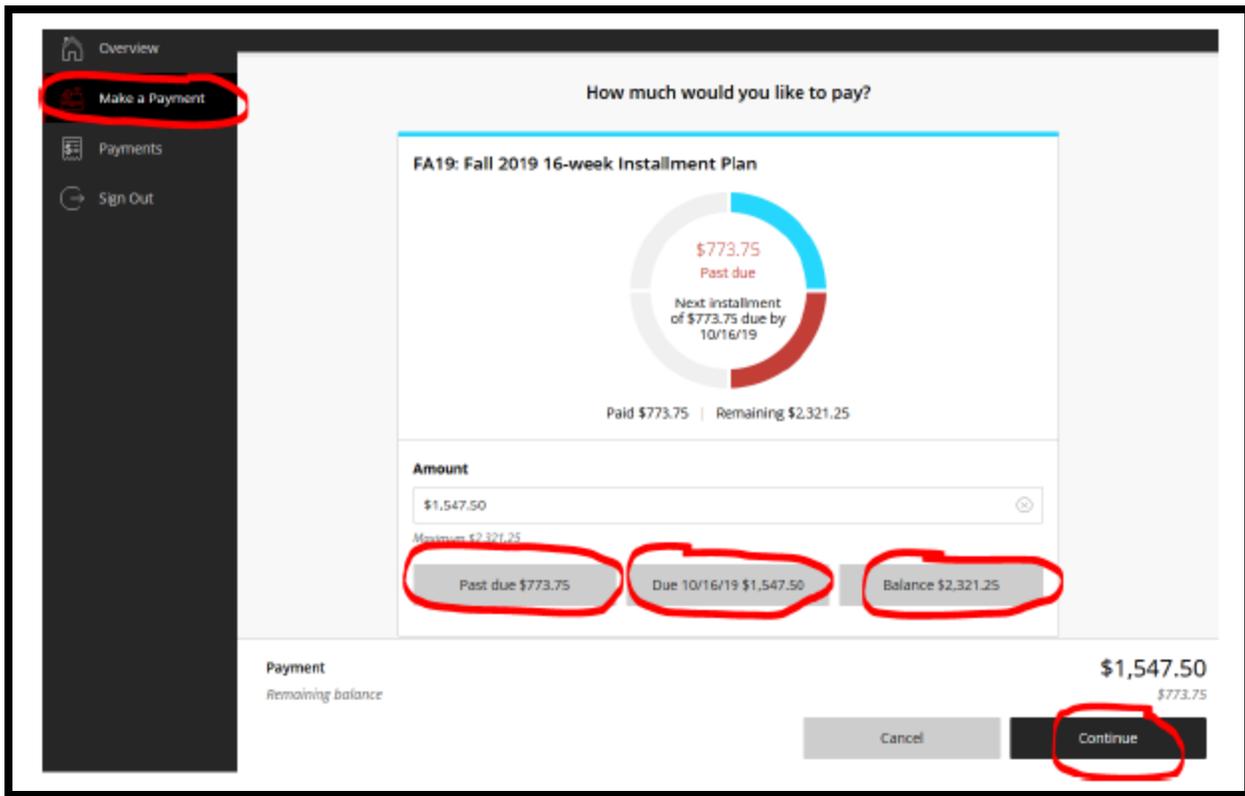
\$285.00

Cancel Continue

11. Once you click the “Continue” Button on the screen above, CashNet will walk you through your payment method.
12. Once your payment plan is set up you can go to the “Overview” screen to find your scheduled and recent payments, and if you click on your name on the left, you will find your personal info, your saved payment methods, and other people or “Payers” who you give access to your plan to be able to make payments for you.
13. Please call Student Accounts at 816-584-6230 if you have any questions.

To Set Up CashNet Payment Plan (After the initial enrollment payment)

5. Once in CashNet, click on “Make a Payment”, then you will be able to choose which option to pay, the past due balance only (if any), the past due balance plus the current balance due, or the entire balance due.



6. All CashNet payment plan payments must be made through CashNet

7. A \$10 late fee is assessed after 15 days.

8. If you default on your payment plan there will be a hold on your account and you will need to pay your balance to have Park University take the hold off.

9. Please call Student Accounts at 816-584-6230 if you have any questions.