Signing Up for a Payment Plan

The College of Charleston is pleased to offer students enrolled at the College four payment plans to finance the cost of Academic Fees (including lab and matriculation fees), Housing and Food Service Costs over the period of a semester. (The plan may not be used for May/Summer sessions.) The plan is offered exclusively by the college and replaces any past plans including promissory notes. The plan is offered as a service to the student, allowing the student to finance education and related costs over the period of a semester. The payment schedule calculates the balance remaining after financial aid is applied; financial aid funds, such as loans, scholarships, grants, etc. are not recognized as payments toward the payment plan. Students may still elect to make full payment at time of registration.

For more information: http://treasurer.cofc.edu/payment-plan/index.php
Log-in to eBill

- Students: eBill is located within My Charleston (my.cofc.edu) under the My Accounts Tab
- Authorized Users: [https://secure.touchnet.com/C20590_tsa/web/login.jsp](https://secure.touchnet.com/C20590_tsa/web/login.jsp)

Select Payment Plan tab once in eBill
Step One: Select Payment Plans Tab

SELECT ENROLL NOW
Step Two: Select Term
Step Three: Select Number of Installments

- Fall 2014 4 Payment Plan
- Fall 2014 3 Payment Plan
- Fall 2014 2 Payment Plan
Step Four: Confirm Number of Payments

Select Continue
Step Five: Summary of all Charges and Payments

Optional: The down payment reduces your entire bill prior to enrollment in the payment plan. This does not replace your first due installment.
Step Six: Confirm payments and Set-up Automatic Payments (optional)

Set-up Automatic Payments:

Select “Yes”: Payments will be automatically withdrawn from saved bank account

Select “No”: Every month the payment will need to be paid manually (eBill, mail, or in our office)

Amount Due: Remaining of installments due

Select and Continue
Step Seven: Payment Plan Agreement

Please review the payment agreement and select “I AGREE”

Select Continue
Step Eight: Confirmation Page

This message indicates you have successfully enrolled in a payment plan.

- View your original payment plan agreement
- Select “Show” to pay or schedule a payment