

Deferred Tuition Payment Agreement Process

Step 1: Visit <http://cougarweb.csc.edu> and click the yellow button CougarWeb for Continuing Education

CougarWeb for Continuing Education

Step 2: Click the gray login button at the bottom center of the page. Enter your CSCC username (the portion of your email without @csc.edu), and your CSCC password. Click Submit. **LOG IN**

Step 3: Click the blue [Manage My Account](#) link under the Financial Profile section in the lower left.

Step 4: You will be in the area called "Self Service" and will be on the "Make a Payment" screen. Click on Create Payment Plan.

Step 5: A pop-up box will appear. Select the radio button for the non-credit item. Click Continue.

Step 6: You will see the Payment Plan Preview, which states the basics of the payment agreement, including the amount and the due date. Expand the Terms and Conditions box by clicking on the lower right hand corner and dragging. this payment commitment. **You are responsible for the terms and conditions of payment and it is highly recommended that you understand the**

Problems? If you have any problems please contact the Non-Credit Registration Office at 614-287-5858, or cewdreg@csc.edu. The office is open Mon-Thurs 8:00-5:00, and Fri 8:00-4:00.

commitment by reading them prior to agreeing. Once you have read the terms and conditions check the agreement box and click Continue. You can expand the view of the terms and conditions by clicking and dragging on the lower right corner of the box.

Payment Plan Preview
← Back to Make A Payment

Please note: the payment plan outlined below will not be created until you review the information, check the "I agree to the terms and conditions outlined above." checkbox, and click the "Continue" button.

3/30/2018 at 9:05 AM
Review these payment plan terms and check the box at the bottom to continue.

Payment Plan Summary		Payment Plan Schedule	
Student	0971811 Stacey D. Peer	6/1/2018	\$625.00
Term	Spring Non-Credit 2018		
Original Plan Amount	\$625.00		
Number of Payments	1		
Frequency	Monthly		
Total Plan Amount	\$625.00		

Payment Plan Terms and Conditions

DEFERRED PAYMENT PLAN PROMISSORY NOTE

THIS DEFERRED PAYMENT PLAN HAS BEEN ESTABLISHED FOR ALL CURRENT SEMESTER REGISTRATION RELATED CHARGES

☒ I agree to the terms and conditions outlined above.

Continue

Step 7: You should see an acknowledgement screen for your Payment Agreement. **Take a screen shot of this screen or type CTRL+P to print the screen to submit for your course assignment in Blackboard.**

Please print a copy of your Payment Plan Summary, Payment Plan Schedule, and Payment Plan Terms and Conditions for your records.

3/30/2018 at 9:05 AM

Payment Plan Summary		Payment Plan Schedule	
Plan ID	18057	6/1/2018	\$625.00
Student	0971811 Stacey D. Peer		
Term	Spring Non-Credit 2018		
Original Plan Amount	\$625.00		
Number of Payments	1		
Frequency	Monthly		
Total Plan Amount	\$625.00		

Payment Plan Terms and Conditions

DEFERRED PAYMENT PLAN PROMISSORY NOTE

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☒ Payment Plan Terms and Conditions accepted on 3/30/2018 at 9:26 AM by speer

Continue

Step 8: On the "Make a Payment" screen, you should now see there is a payment plan in place, with a due date and amount visible for your courses. Your payment plan agreement is set up.

IMPORTANT NOTE: Students who do not pay off their balance within 45 days of the due date will be turned over to the State of Ohio Attorney General for collections.

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