

# Payment Plans at Texas Southmost College

We understand that a payment plan (installment payments) can make it easier for students to pay for college. For this reason we offer a payment plan for Fall, Spring and Summer III Sessions. **Payment plans will be available online only.** This means no more waiting in long lines to sign up for one! You can enroll in a payment plan from the comfort of your home. Keep in mind that each semester has it's own payment plan. Therefore, make sure to enroll in a payment plan if you are not able to pay for tuition and fees for 2021 Fall upfront. Here is a great way to budget your college tuition!

**IMPORTANT:** The payment plan requires auto draft payments. Thus, each scheduled payment will be auto drafted from the credit/debit card or checking account you initially set up. Make sure there are enough funds to cover the installment due to avoid a fee of \$25 for non-sufficient funds.

2023 Spring Payment Plan Installment Deadlines:			
Initial Down Payment	1st Installment	2nd Installment	3rd Installment
January 13, 2023	February 03, 2023	February 23, 2023	March 24, 2023

## How Does a Payment Plan Work

Payment plans are offered up to the payment deadline of each semester. Simply, the tuition and fees balance is divided into 4 equal payments: Initial down payment and three equal installments. For the initial down payment, there is a one time set up fee of \$15 added to your payment. After, the total balance is divided into three equal installments. In addition, for every missed payment there will be a late fee of \$15 added to the installment.

Payment Plan Installment Breakdown				
Semester	Initial Down Payment	1st Installment	2nd Installment	3rd Installment
Fall	25% + \$15 set up fee	25%	25%	25%
Spring	25% + \$15 set up fee	25%	25%	25%
Summer 3	34% + \$15 set up fee	33%	33%	N/A

\*\*Summer 3 is broken down into three equal installments only.

## Payment Plan Set up Instructions

Follow the instructions below to set up a payment plan **before** payment deadline.

**Before you proceed: An initial down payment is required to enroll in a payment plan. Therefore, sign up when you are ready to process your initial down payment.**

1. Log into [TSC Online](#)
2. Click on *Student Menu*
3. Under *Financial Information* click on *Student Account Center*
4. Read and Consent the Agreements (if you previously consented, these will not appear again)
5. In *Student Account*, right below your balance, select "Enroll in a Payment Plan" option
6. Follow the directions to complete set up
7. Print or revisit your payment plan for your records. You do this by clicking on the Payment Plans tab, select Manage Plans, there you find the payment plan.



## Other Important Information

Remember that there will be a \$15 late fee for every installment not paid by the due date.

Accounts not paid in full by the last installment deadline will have a financial hold since they will be past due. A financial hold will not allow the student to register for the next semester or receive transcripts, and, if the student is graduating, they will not receive a diploma; until their student account has a zero balance.

## Need Help?

For more information or if you have questions, please contact the Office of Business Services at (956) 295-3635, (956) 295-3637, (956) 295-3634. We are located in Tandy Hall office 108.

Thank you and we wish you the best in your academic endeavors!

The Office Of Business Services

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