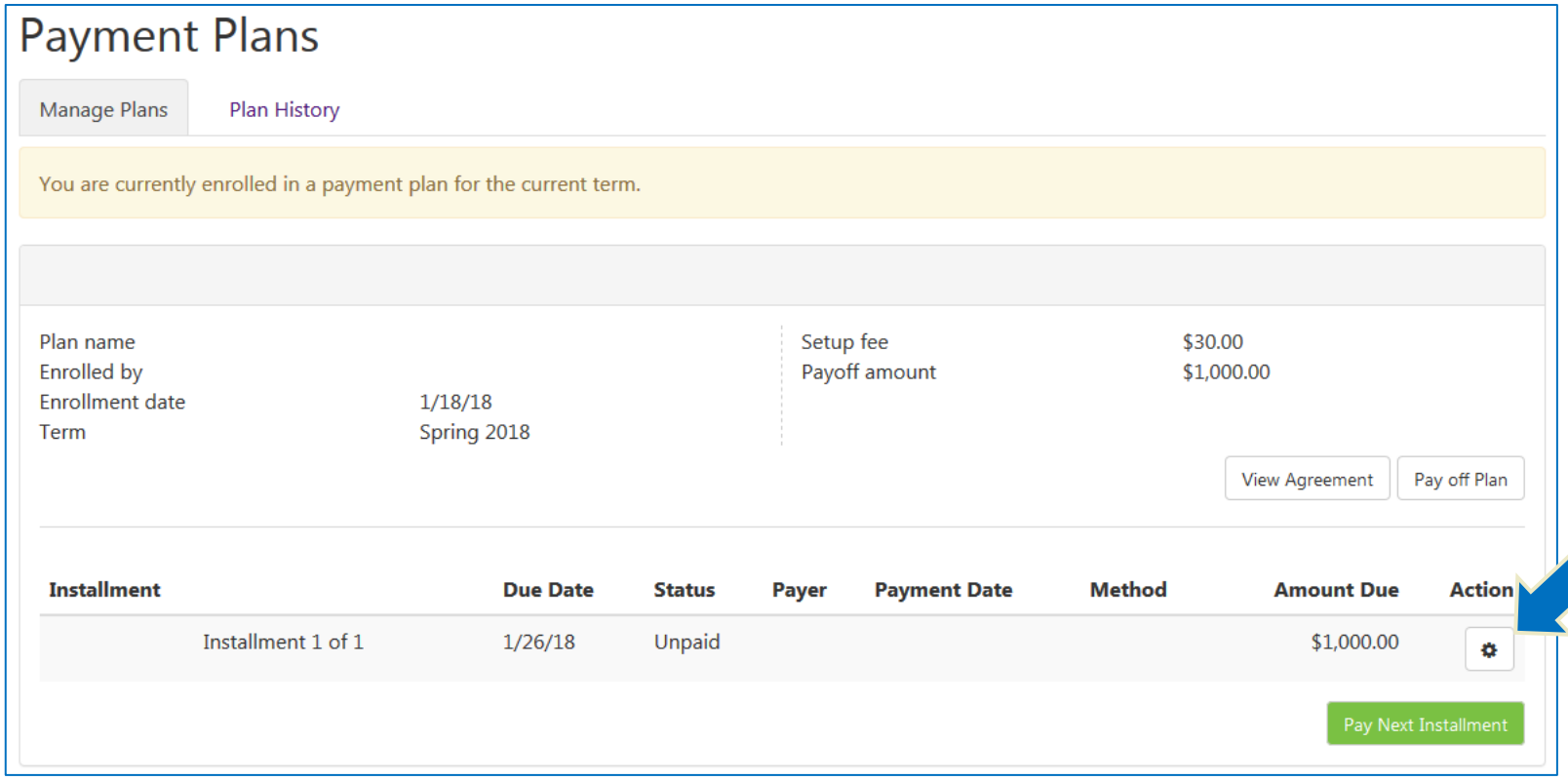
THE GEORGE WASHINGTON UNIVERSITY

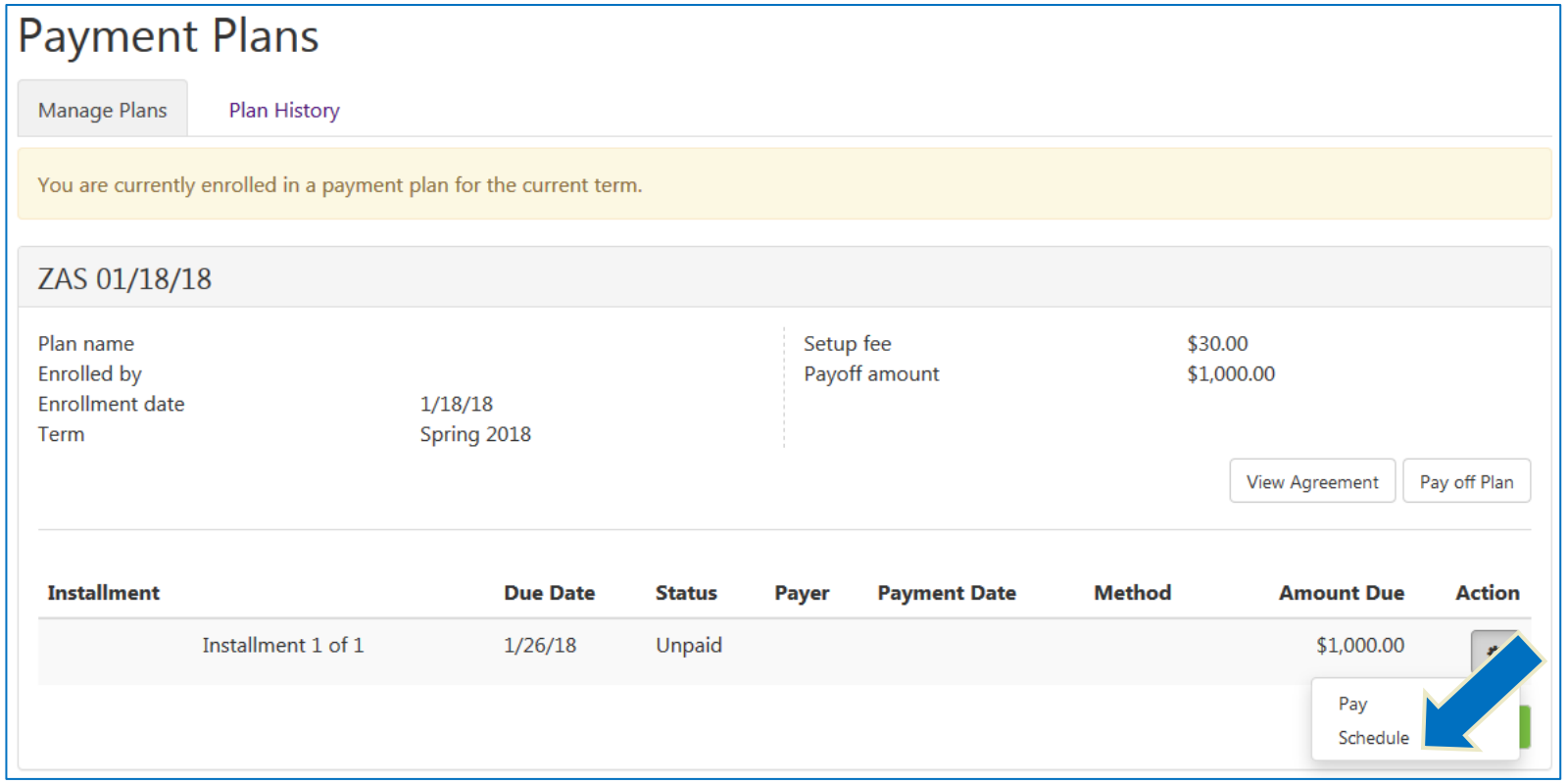
WASHINGTON, DC

Adding a New Payment Method to a Payment Plan Installment

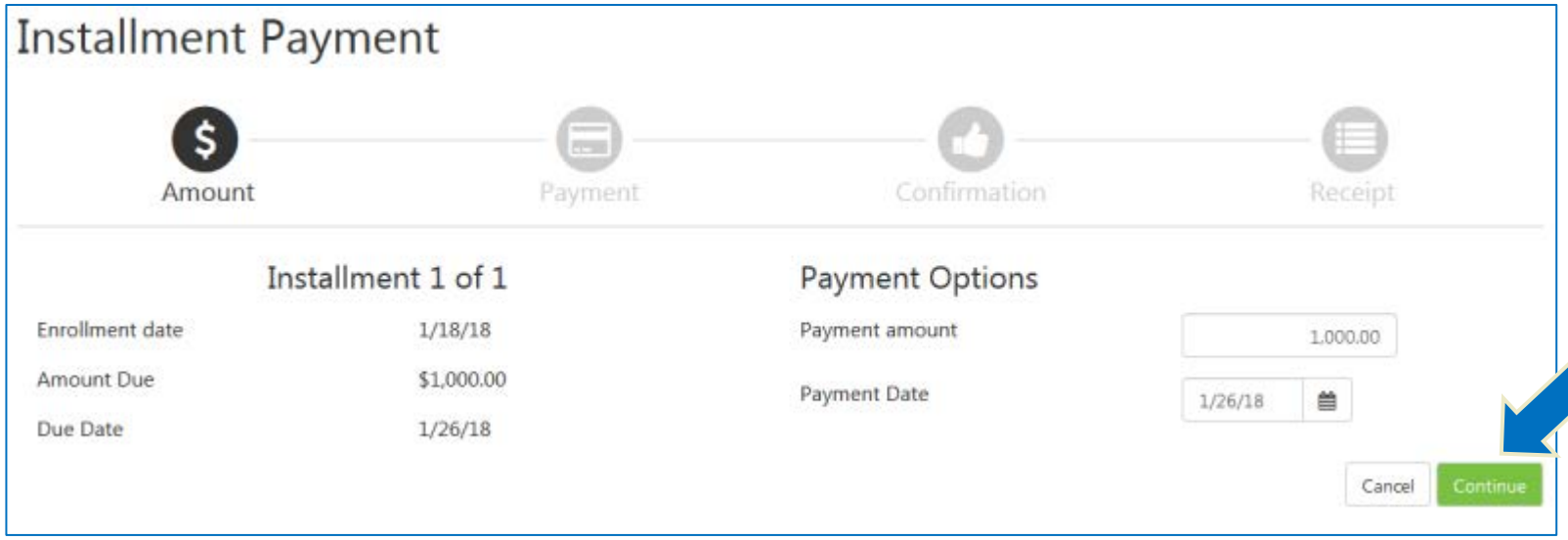
- On the homepage of your Student eBill, click on the Payment Plans tab.



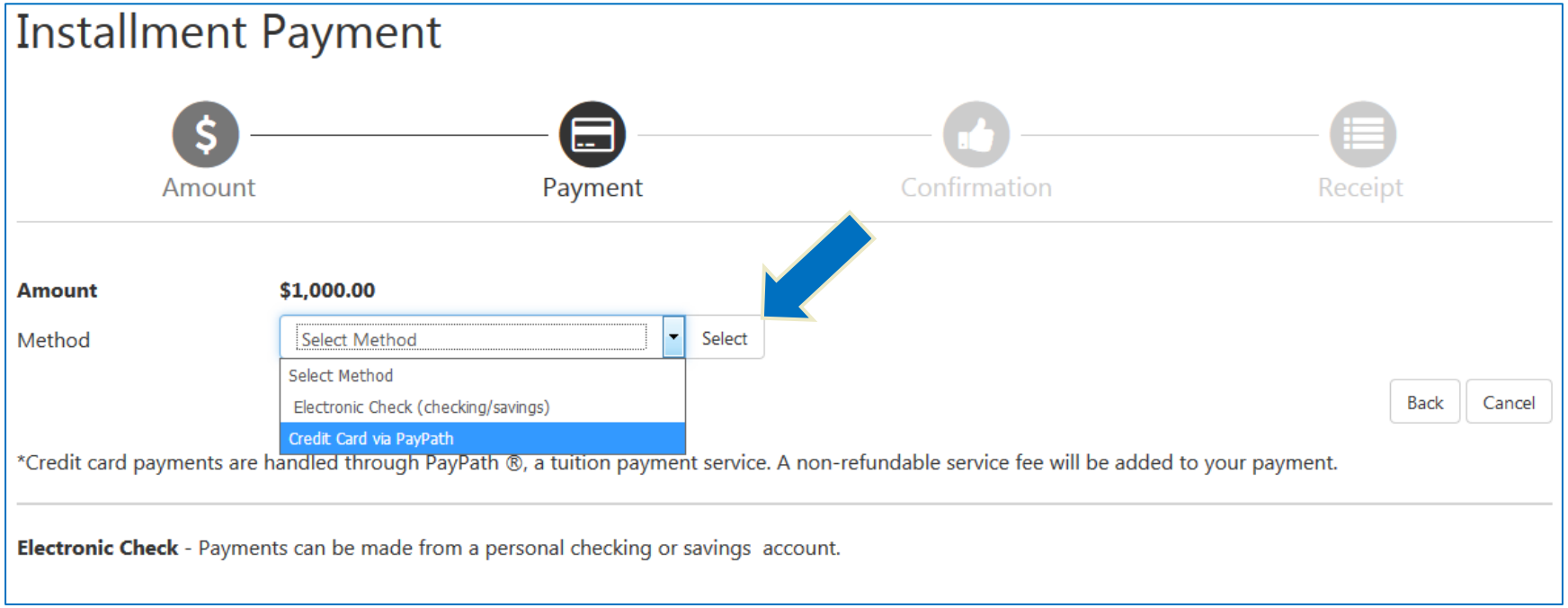
- In the Payment Plan tab, click on the Action button for each installment



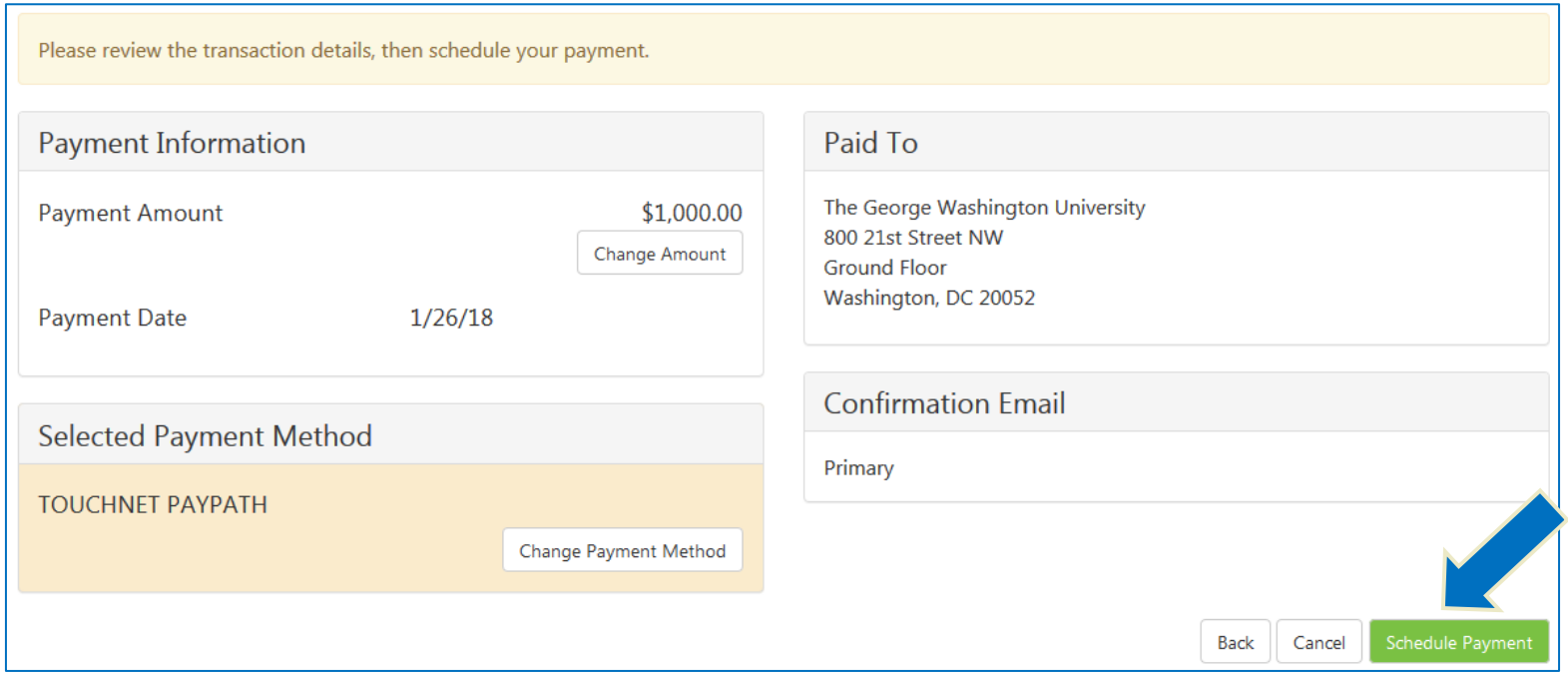
- Click on Schedule to continue



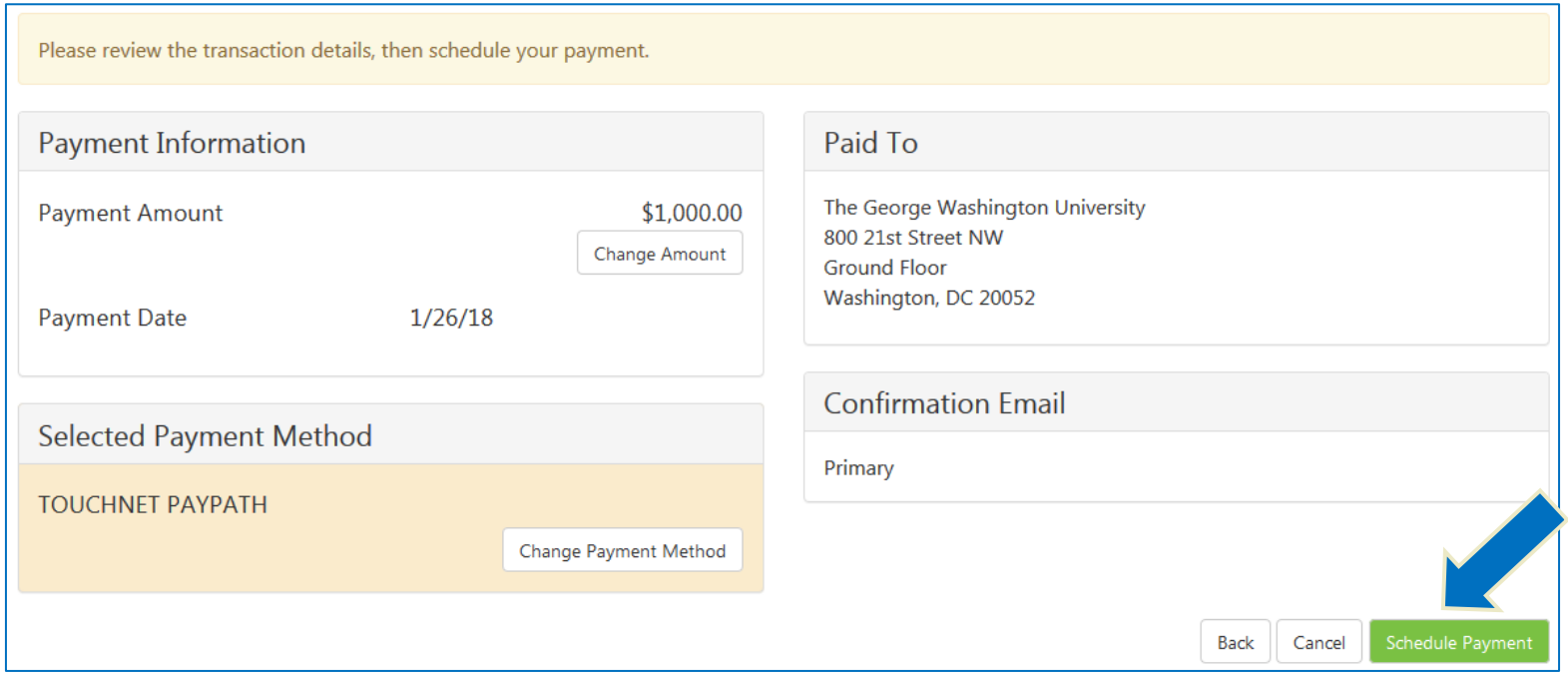
- Do not change any of the data fields.
- Click on the Continue button.



- In the drop down box, select your payment method.
- Click on the Select button.



- Review your payment detail and method.
- Click on the Schedule button.



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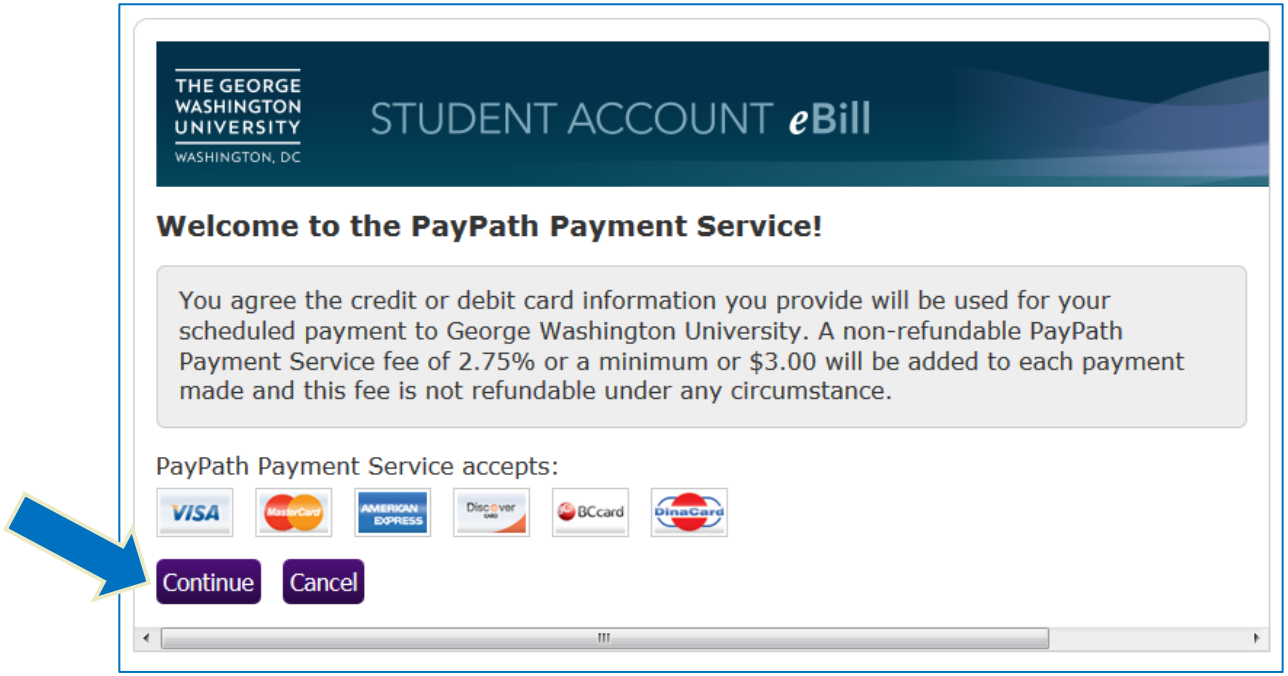
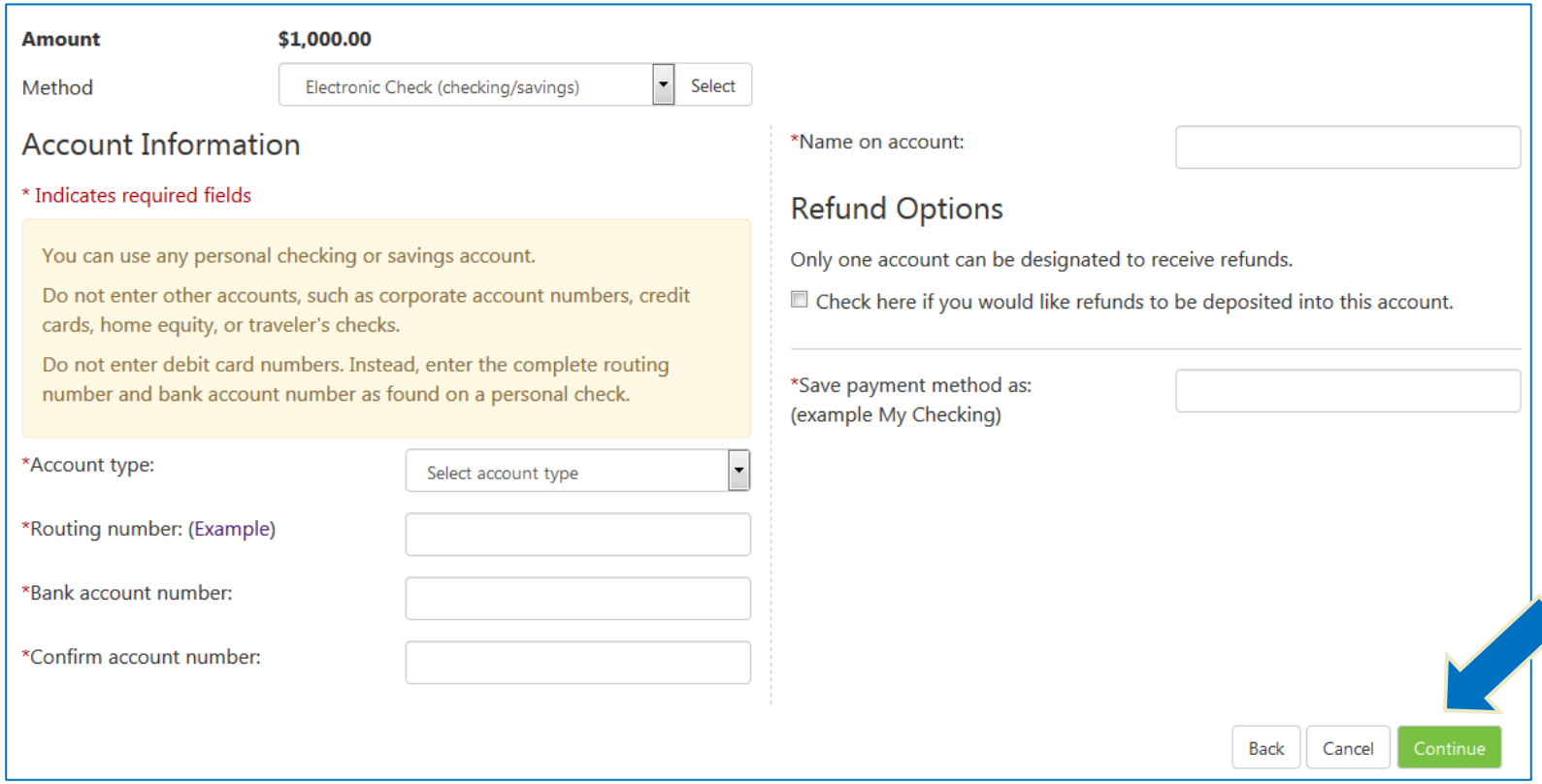
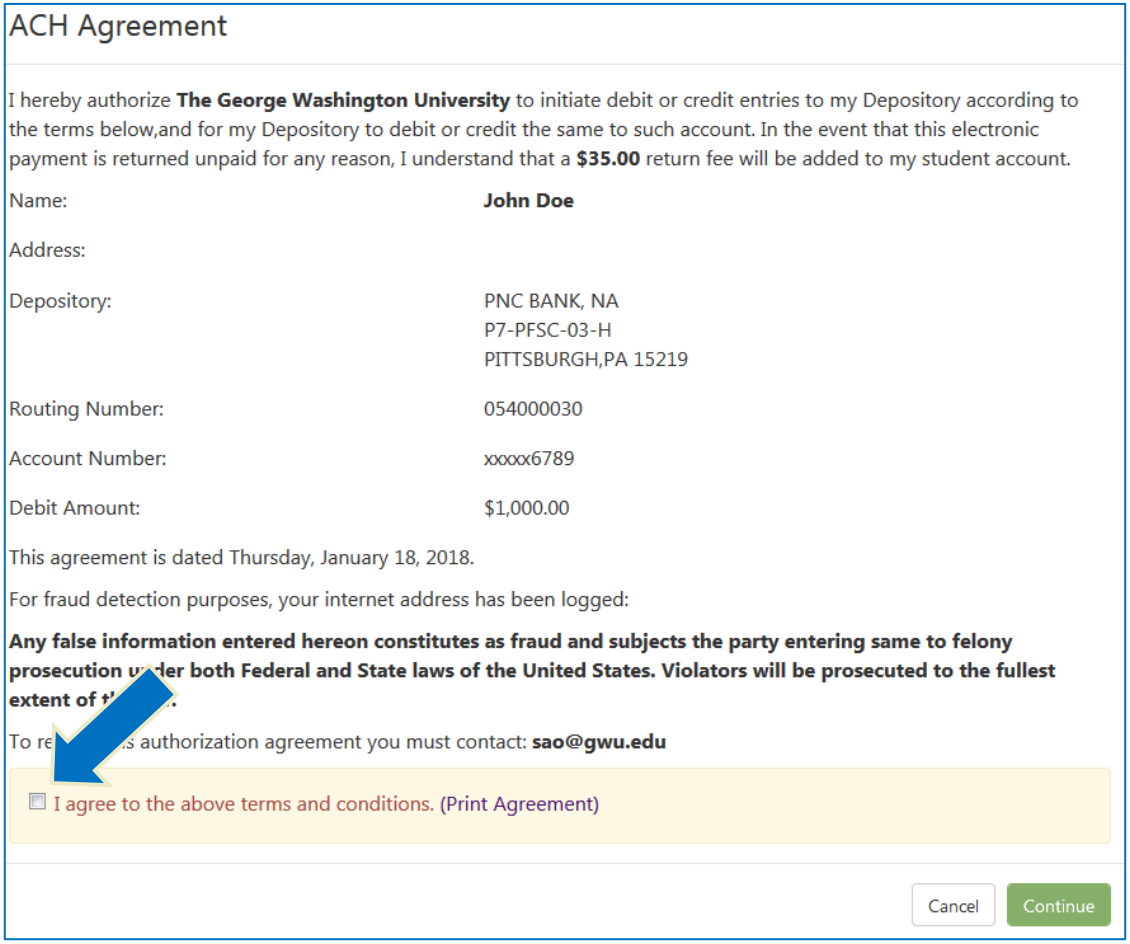


- For transactions processed by credit card via PayPath, you will be redirected to the following page.
- Click on the Continue button to enter your payment information.



- For transactions processed by eCheck, enter your bank account information
- Name your payment method
- Click on the Continue button



- Review the ACH Agreement
- Check the box next to the agreement, and click on the Continue button

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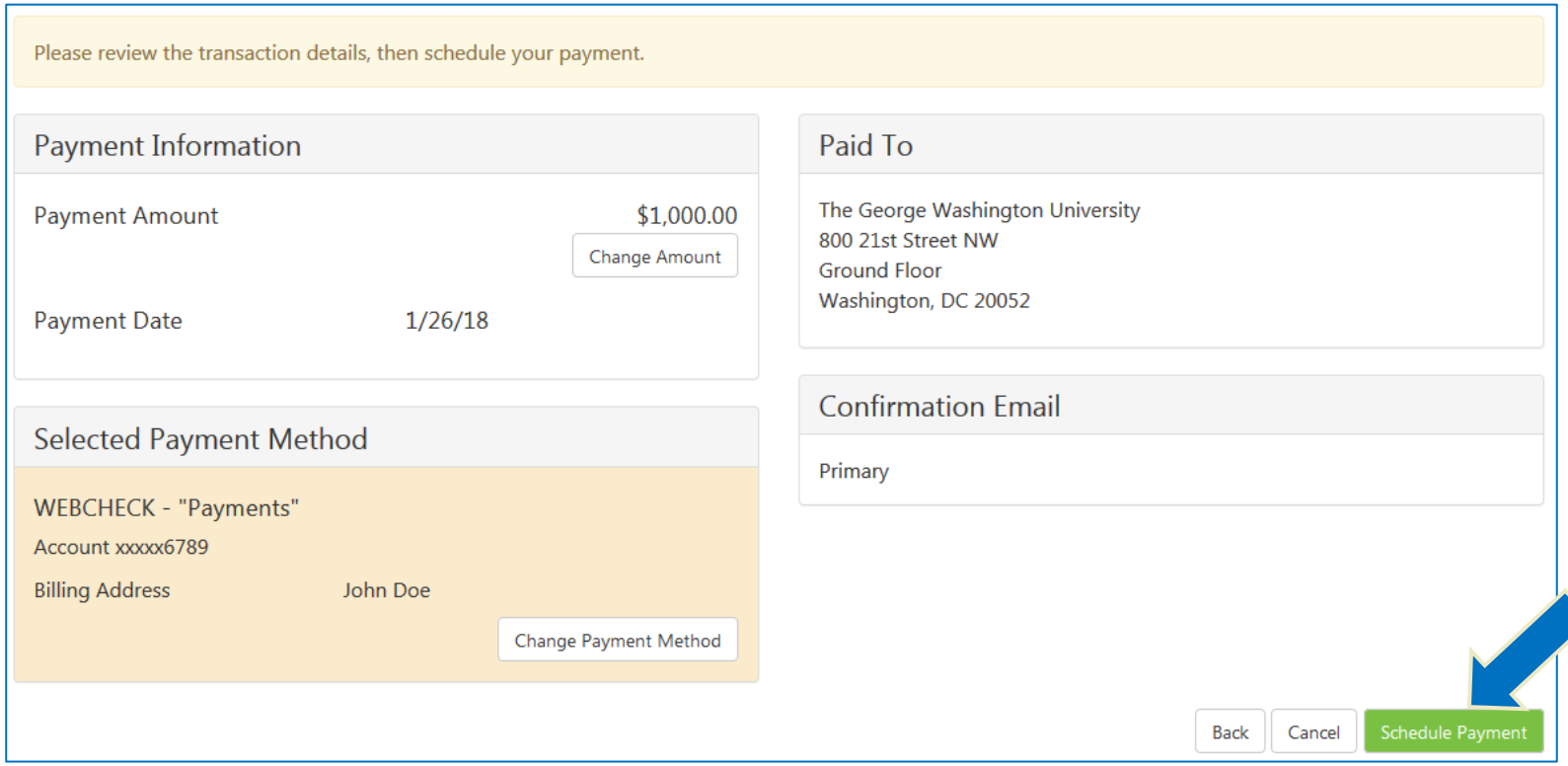

- Review your payment details
- Click on the Schedule Payment button

- Repeat process for remaining installments.
- If you elected to use eCheck, you may schedule your installment with the payment method you saved for the first installment.
- You may elect to schedule one installment as eCheck and schedule another with credit card via PayPath.