Creating a Payment Plan in eBill

User Login

Log into GWEB

Your User ID for this system is your GWID. Your GWID is the Uppercase letter ‘G’ followed by an 8-digit number. To retrieve your GWID, please visit http://gwid.gwu.edu.

Please note: Your account will be locked after five (5) consecutive failed login attempts. If this happens, click HELP for information about requesting a PIN reset.

If you have forgotten your PIN and know your User ID, please enter your User ID, leave the PIN field blank and then click the “Forgot PIN?” button to reset your PIN. Your PIN must be six characters long and should be a combination of letters and numbers. If you need further assistance, please contact The Division of Information Technology at (202) 994-4711.

Security Advisory:
The GWeb application enables access to important information related to your role within the university. It is crucial to never share your GW login credentials with anyone. Never respond to e-mails or ads that request your GWID, GW NetID (the portion of your e-mail address before the “@”), the passwords that correspond to these accounts or any other confidential information. If you are unsure about the validity of a message you receive or a link you see, please forward it to the Division of IT at abuse@gwu.edu. Learn more about how you can help keep your information and GW secure at The U in Security – A 2-minute training module.

User ID:

PIN:

Login | Forgot PIN?

"Click" on Student Records and Registration

Main Menu

Welcome, Martha Doe, to the GW Information System! Log in with access on 7/4/16 at 08:30 AM

Student Records and Registration

Financial Aid

Personal Information Menu

GW Alert Login Portal
“Click” on Student Accounts Menu

![Image of Student Accounts Menu]

“Click” on Student Account eBill

![Image of Student Account eBill]

Select the Payment Plans tab

![Image of Payment Plans tab]
On the Payment Plans tab, click the Enroll Now button to start a new plan.

In the Plan Enrollment box, select a term, then click the Select button.
Plan Enrollment

Select Payment Plan

View available plans for term:

Select Term  

Select Term  

Fall 2017

Schedule Payment Plan
In the Select Payment Plan box, review the requirements of the plan, then click the Continue button.
In the Schedule Payment Plan box, enter your estimated costs for the selected semester, then click Display Schedule button.

For Tuition and Fee Information, visit the [SAO website](#)

For Housing information, visit the [Housing website](#)

For Dining plan costs, visit the [GWorld website](#)

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### Plan Enrollment

<table>
<thead>
<tr>
<th>Description</th>
<th>Charges($)</th>
<th>Credits($)</th>
</tr>
</thead>
<tbody>
<tr>
<td>Tuition</td>
<td>26717.50</td>
<td></td>
</tr>
<tr>
<td>Library Gift</td>
<td>50</td>
<td></td>
</tr>
<tr>
<td>Registration Fee</td>
<td>0.00</td>
<td></td>
</tr>
<tr>
<td>Student Assoc. Fee</td>
<td>41.25</td>
<td></td>
</tr>
<tr>
<td>Other Fees</td>
<td>350</td>
<td></td>
</tr>
<tr>
<td>Financial Aid</td>
<td></td>
<td>10000</td>
</tr>
<tr>
<td>Housing</td>
<td>6250</td>
<td></td>
</tr>
<tr>
<td>Meal Plan</td>
<td>1950</td>
<td></td>
</tr>
</tbody>
</table>

**Balance:** 0.00

Maximum deferral amount: 0.00
After clicking the Display Schedule button, the installment plan payment schedule will display. Review the schedule, then click the Continue button.

<table>
<thead>
<tr>
<th>Meal Plan</th>
<th>1950.00</th>
</tr>
</thead>
<tbody>
<tr>
<td><strong>Balance</strong></td>
<td>25,358.75</td>
</tr>
<tr>
<td><strong>Maximum deferral amount</strong>:</td>
<td>0.00</td>
</tr>
</tbody>
</table>

Recalculate Schedule

<table>
<thead>
<tr>
<th>Payment Schedule</th>
<th>Description</th>
<th>Due Date</th>
<th>Amount($)</th>
</tr>
</thead>
<tbody>
<tr>
<td>Installment 1</td>
<td>6/10/17</td>
<td>5,071.75</td>
<td></td>
</tr>
<tr>
<td>Installment 2</td>
<td>7/10/17</td>
<td>5,071.75</td>
<td></td>
</tr>
<tr>
<td>Installment 3</td>
<td>8/10/17</td>
<td>5,071.75</td>
<td></td>
</tr>
<tr>
<td>Installment 4</td>
<td>9/10/17</td>
<td>5,071.75</td>
<td></td>
</tr>
<tr>
<td>Installment 5</td>
<td>10/10/17</td>
<td>5,071.75</td>
<td></td>
</tr>
</tbody>
</table>

**Total of installments:** 25,358.75

Continue  Back  Cancel
In the Select Payment Method box, select the preferred payment method to schedule your monthly payments, click the Continue button (Credit card payments made via PayPath will include a PayPath Payment Service Fee of 2.75% (minimum of $3.00). If you are not required to make a down payment or missed payment, we recommend using ACH for your initial payment method. You may change your payment method at any time after initial setup from the Payment Plan tab.)
For ACH Payments, enter all required information, click the Continue button. If you select PayPath, you will enter your credit card information after completing the Plan Agreement.

Personal accounts only. No corporate accounts, i.e. credit cards, home equity, traveler’s checks, etc. Do NOT enter debit card number. Enter the complete routing number and bank account number. The illustration shown is only an example to show where to find the routing number and bank account number on a personal check.

*Account type: Checking

*Routing number: 
(View example)

*Bank Account number: 

*Confirm account number: 

*Name on account: 

*Save payment method as: (e.g. Primary Checking)

Continue  Previous Step  Cancel
Review the Payment Plan Agreement. To agree to the agreement, click the I Agree checkbox, then click the Continue button. You may also print the worksheet at this step. Once agreeing to the terms you will also receive an email confirmation. You have completed your payment plan enrollment.

<table>
<thead>
<tr>
<th>Select Payment Plan</th>
<th>Schedule Payment Plan</th>
<th>Select Payment Method</th>
<th>Payment Plan Agreement</th>
</tr>
</thead>
<tbody>
<tr>
<td>Please read the following agreement carefully before you continue.</td>
<td></td>
<td></td>
<td></td>
</tr>
</tbody>
</table>

| Annual Percentage Rate | The cost of your credit as a yearly rate. | 0.00% |
| Finance Charge | The dollar amount the credit will cost you, including all fees. | $30.00 |
| Amount Financed | The amount of credit provided to you or on your behalf. | $25,388.75 |
| Total of Payments | The amount you will have paid after you have made all payments as scheduled. | $25,388.75 |

You have the right to receive at this time an itemization of the Amount Financed. Select View Worksheet below for a printable version of this itemization.

If you or your plan off early, you will not have to pay a penalty and you will not be entitled to a refund of part of the finance charge.

I, Jane Doe, understand that I have scheduled my 5 installment payments and these payments will automatically be processed on the due date specified for each installment. I understand that INSTALLMENT AMOUNTS MAY CHANGE over time to account for any new charges, payments, or financial aid adjustments. I also agree to pay the payment plan setup fee of $30.00, as well as any service charges assessed by TouchNet PayPath tuition services for paying plan down payments or installments using a credit card. I understand that a late fee of $35.00 of the total remaining amount due will be assessed for each installment payment that is late. I also understand that failure to meet the terms of this agreement may prohibit The George Washington University to (1) declare the full balance plus late fees immediately due and payable by law, (2) refuse subsequent registration for any classes and/or drop current classes (3) deny future enrollment in any payment plan, and (4) withhold grades, diplomas, or transcripts from being released until the unpaid balance, as well as all attorney fees, legal expenses, and other collection costs are paid in full.

Installment 1 in the amount of $5,671.75 due on 6/10/17.
Installment 2 in the amount of $5,671.75 due on 7/10/17.
Installment 3 in the amount of $5,671.75 due on 8/10/17.
Installment 4 in the amount of $5,671.75 due on 9/10/17.
Installment 5 in the amount of $5,671.75 due on 10/10/17.

This agreement is dated Wednesday, March 15, 2017.

111.111.111.1 at 5/1/17 8:00.00 AM EDT
123.123.123.1 at 3/5/17 9:84 PM EDT

ANY FALSE INFORMATION ENTERED HEREBY CONSTITUTES A FRAUD AND SUBJECTS THE PARTY ENTERING SAME TO FELONY PROSECUTION UNDER BOTH FEDERAL AND STATE LAWS OF THE UNITED STATES. VIOLATORS WILL BE PROSECUTED TO THE FULLEST EXTENT OF THE LAW.

To revoke this authorization agreement you must contact sao@gwu.edu.

Print and retain a copy of this agreement.

Please check the box below to agree to the terms and continue.

[ ] I Agree

Continue | View Worksheet | Print Agreement | Back | Cancel