



# ST. JOHN'S UNIVERSITY

## ENROLLING IN A PAYMENT PLAN

- Log into [UIS](#)
- Click the Student Tab
- Click Student Accounts
- Click Account Suite
- Navigate to the Payment Plans tab
- Select “Enroll Now”
  - Select Fall 2018 from the drop down menu
- Select the Payment Plan you would like to enroll in
  - Review the details of the plan you have selected
- Click “Display Payment Schedule”
  - Please review the required down payment and subsequent payments
- Select your preferred payment method
  - Continue as prompted
- Review and agree to the specific payment plan you have chosen
  - If you accept, be sure to check the box saying “I agree to the above terms and condition”
- Print your confirmation