

## A Quick Guide to Paying Online

### Automatic Payment Plan:

#### Advantages:

- Easy online enrollment
- Monthly payments
- Flexible payment options

#### Payment Methods:

- Automatic bank payment (ACH)
- Credit/Debit Card

*Payments are processed on the 5<sup>th</sup> of each month and will continue until the balance is paid in full.*

#### Cost to Participate:

- \$35 per semester (non-refundable) enrollment fee for ACH or Credit/debit cards. *(This fee is collected upon enrollment)*
- \$30 non-refundable fee, if a payment is returned.

#### Steps to Enroll in the Payment Plan:

- Go to [www.neosho.edu](http://www.neosho.edu)
- Click on **InsideNC** and log in  
(Username=your student ID; password= last four digits of your Social Security number)
- Click on **Student Tab; Business Office; My Account Info; My Account Balances.**  
(Scroll down to horizontal box)
- Designate the **Year and Term**, click **Submit.**
- Scroll down and click on the **E-Cashier Box.**  
*(This will bring up the contract to fill out for the Payment Plan or to Pay in Full.)*

### Full Payment:

#### Advantages:

- Online access
- Payment options
- No added fees

#### Payment Methods:

- Automatic Bank payment (ACH)
- Credit or Debit Card

*Payment is processed immediately when paying in full.*

#### Cost to Participate:

- There are no additional fees if you choose to pay in full.

#### Steps to Pay in Full:

- Follow the same "Steps To Enroll in the Payment Plan". In the contract, you will have an option to pay in full.