



# Adjusting Your Payment Plan Budget



University of  
New Hampshire



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## 1. Log into Webcat or Parent Portal\*

a) In Webcat, under “Billing” tab, click “View Account/Pay Bill”

b) In Parent Portal, click “Account Summary”

\*Contact the IT Helpdesk for assistance with your log in, or if you have forgotten your password (603-862-4242)



[Sign Out](#) | [Help](#)



Find a page...

[Home](#)

[Admissions](#)

[Personal Information](#)

[Registration](#)

[Student Records](#)

[WebTailor Administration](#)

[Financial Aid](#)

[Billing](#)

[Parent Portal](#)

[View your account/Pay Bill](#)

[Request Refund](#)

Welcome to the University of New Hampshire WEBCAT System!



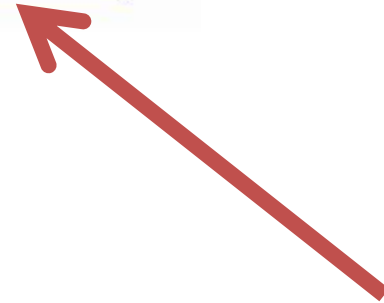
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2. Click “Make One-time Payment to UNH/  
Setup Monthly Payment Plan”

[Make One-time Payment to UNH / Setup Monthly Payment Plan](#)

[Request Direct Deposit Refund to Student](#)



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## 3. Click “Payment Plan”



The screenshot shows the University of New Hampshire QuikPAY system interface. At the top left is the NH logo, followed by the text "University of New Hampshire". Below this is a dark blue horizontal bar. On the left side, there is a vertical menu with the following items: "Message Board", "Payment Profiles", "Authorize Payers", "User Preferences", "Transaction History", "Payment Plan" (highlighted with a red box), and "Messages". The main content area on the right is titled "Message Board" and contains the following text: "Welcome to the QuikPAY<sup>®</sup> system.", "Select Payment Plan from the column at left.", and "QuikPAY<sup>®</sup> also offers context-sensitive help. Simply click on the question mark next to a field to get help."



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## 4. Click “Payment Plan”

The screenshot displays the nelnet BUSINESS SOLUTIONS interface. On the left is a navigation menu with the following items: Message Board, Payment Profiles, Authorize Payers, User Preferences, Transaction History, **Payment Plan** (highlighted with a red box), and Messages. The main content area is titled "Payment Plans" and contains a sub-section "Available Payment Plans" with two radio button options: "Fall 2021 (\$60.00 Non Refundable Enrollment Fee) (40% Down Payment May Be Required)" and "Fall 2021 Optional Second Plan (\$60.00 Non Refundable Enrollment Fee) (40% Down Payment May Be Required)". Below these options is a button labeled "Sign Up for New Payment Plan".



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5. Click on the “Agreement ID#”

**Active Payment Plans**

Agreement Id#: **187728**



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6. Scroll to “Payment Plan Installments” and click “Adjust Balance”

**Payment Plan Installments**  
View Budget Worksheet

**Fall 2021**

Original Estimated Balance:	\$19,341.00	<a href="#">Adjust Balance</a>
Payment(s) Processed:	-\$7,736.40	
Balance Adjustments:	\$400.00	
<b>Remaining Payment Plan Balance:</b>	<b>\$12,004.60</b>	

Actions	Date	Payment Amount	Status	Confirmation #
	Sep 01, 2021 (Wed)	\$4,001.53	SCHEDULED	399680028
	Oct 01, 2021 (Fri)	\$4,001.53	SCHEDULED	399680029
	Nov 01, 2021 (Mon)	\$4,001.54	SCHEDULED	399680030

[Add Payment](#)



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7. Choose whether you want to zero-out the remainder of the plan. Any unpaid amount will be a balance due on the student account.

Or, increase/decrease the entire plan by the amount you type in the box.

8. Click Continue

Zero out the remaining balance.

Increase your Estimated Balance by the amount you enter below.

Decrease your Estimated Balance by the amount you enter below.

Amount:



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