

## PAYPAL PAYMENT PLANS

### *Automating student payments*

With the PayPal Payment Plan process, students are able to set up automatic payments deductions via PayPal according to their payment plan with the school. As payments are received, they are applied to the student's accounting balance.

The process starts with the billing office determining the student's expected balance using EMPOWER's estimated tuition worksheet and any other known factors. Once the payment plan is set up in EMPOWER, the student receives an email with the expected balance to be paid, the number of agreed upon payments and a link to complete their payment arrangements. PayPal automatically collects the payments on the scheduled dates and they are posted in EMPOWER using the batch transaction load process.



The PayPal Payment Plan process eliminates manual payment entries in the student's account and helps improve the school's collections resulting in better cash flow. In addition, it provides students with the option to pay charges over time and the automated withdrawals ensure payments are made on time.