

**How to Pay Using Your 529 College Savings Plan**

Enrollment Center – Sage Hall

Phone: (805) 437-8810

Email: sbs@csuci.edu

1. Login to **myCI Portal**.

- Dolphin Name and Password are case sensitive
- If you forgot your password, click on “Forgot Password”

 Channel Islands / **myCI**

Welcome to myCI

Dolphin Name









Dolphin Password

Sign In

[Forgot Password?](#) | [Forgot Dolphin Name?](#) | [Help](#)

## 2. Locate and click on the ‘CI Records’ tile.

**Pinned Services** [\(What's this?\)](#)

 <b>CI Records</b> Student registration and records system 	 <b>CI Financials</b> Campus financial records system 	 <b>CI Personnel</b> Employee and departmental records and data management 
 <b>Zoom</b> Video conferencing system & virtual meeting space 	 <b>Adobe Sign</b> Electronic signature tool for signing documents and forms 	 <b>Dolphin Navigate</b> Student advising, coaching, and communication platform 
 <b>OneDrive</b> Cloud-based storage and collaboration tool from Microsoft 	 <b>CSU Learn</b> Employee training portal for mandatory & development courses 	 <b>OneCI</b> Data warehouse and institutional reporting repository 

- In your **Student Center** go to the **Finances** section select **'Make a Payment'**.

▼ **Finances**

**My Account**  
[Account Inquiry](#)  
[Enroll In Direct Deposit](#)

**Financial Aid**  
[View Financial Aid](#)  
[Accept/Decline Awards](#)

other financial... ▾ >>

**Account Summary (See \* link below)**

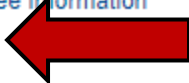
You owe 3,074.00.

- Due Now 3,074.00
- Future Due 0.00

\*\* You have a past due balance of 3,074.00. \*\*

Currency used is US Dollar.

**\*Important Student Fee Information**  
[Make a Payment](#)



- Click on the **'Login to CASHNet'** button.

### Make a payment

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Due dates are strictly enforced. Please visit [www.csuci.edu/sbs](http://www.csuci.edu/sbs) for complete details. \*\*Fees are subject to change at anytime based on budget needs.\*\*

**You owe 3,074.00.**

Due Now	3,074.00
Future Due	0.00








\*\* You have a past due balance of 3,074.00. \*\*

[Login to CashNet](#)



The CSU makes every effort to keep student costs to a minimum. Fees listed in published schedules or student accounts may need to be increased when public funding is inadequate. Therefore, CSU must reserve the right, even after fees are initially charged or initial fee payments are made, to increase or modify any listed fees. All listed fees, other than mandatory systemwide fees, are subject to change without notice, until the date when instruction for a particular semester or quarter has begun. All CSU listed fees should be regarded as estimates that are subject to change upon approval by the Board of Trustees, the Chancellor, or the Presidents, as appropriate. Changes in mandatory systemwide fees will be made in accordance with the requirements of the Working Families Student Fee Transparency and Accountability Act (Sections 66028 - 66028.6 of the Education Code).

5. Select the **'Make a Payment'** link in the margin.

-  My Account
-  Overview
-  **Make a Payment**
-  Transactions
-  Statements
-  Help
-  Sign Out



6. Select the **'General Balance'** option.

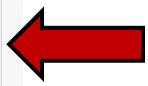
- If necessary, you may click in the **'Amount'** box to modify the amount

How much would you like to pay?

Balance items

<input checked="" type="checkbox"/> Uncheck all   1 of 1 selected			
Description	Balance	Amount	
<input checked="" type="checkbox"/> General Balance	\$3,074.00	\$3,074.00	<input type="text"/> <input type="button" value="x"/> <input type="button" value="v"/>
Total balance			\$3,074.00
<b>Pay amount</b>			<b>\$3,074.00</b>
<i>Remaining balance</i>			<i>\$0.00</i>

\$3,074



- Click on the **'Checkout'** button to move to the next step

7. Select the 'New 529 Savings Plan' payment method.

**Payment amount**  
\$3,074

**\* Payment method**

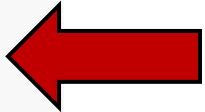
New credit or debit card

New bank account

**New 529 Savings Plan**

International payment

Cancel Continue



- Click on the 'Continue' button to move to the next step

8. Select your 529 saving plan name and enter your 529 saving plan account number.
- Many 529 Savings Plans can be used to make payments on this website, but not all 529 vendors and/or plans are currently supported.

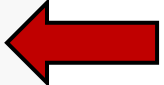
**Payment amount**  
\$3,074

**\* Payment method** [Change](#)

New 529 Savings Plan

Many 529 savings plans can be used to make payments on this website but not all 529 vendors and/or plans are currently supported. Your 529 vendor may also assess a service fee.

**\* 529 savings plan name**

Select... 

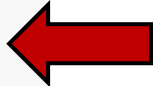
**\* 529 savings plan account number**

*11 characters*

**529 service fee**

\$10.00

*This fee will be deducted from your 529 plan account in addition to the requested withdrawal amount*

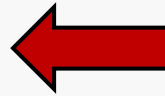
Save 529 savings plan for future use 



## 529 savings plan terms and conditions

There is a 529 service fee associated with this payment method which will be deducted from your 529 plan account in addition to the requested withdrawal amount. If you set up a recurring payment plan, the 529 service fee will only be deducted the first time you make a payment from your 529 plan account. Using this 529 account payment method is an optional service. For additional 529 payment options, please visit your 529 plan's website.

I have read and agree to the 529 savings plan terms and conditions.



Click on continue and you will be redirected to the 529 savings plan website where you will be asked to log in with your 529 savings plan account username and password.

After logging in, you will be able to review your account balance and choose to pay with your 529 savings plan or cancel to return and select a different payment method.

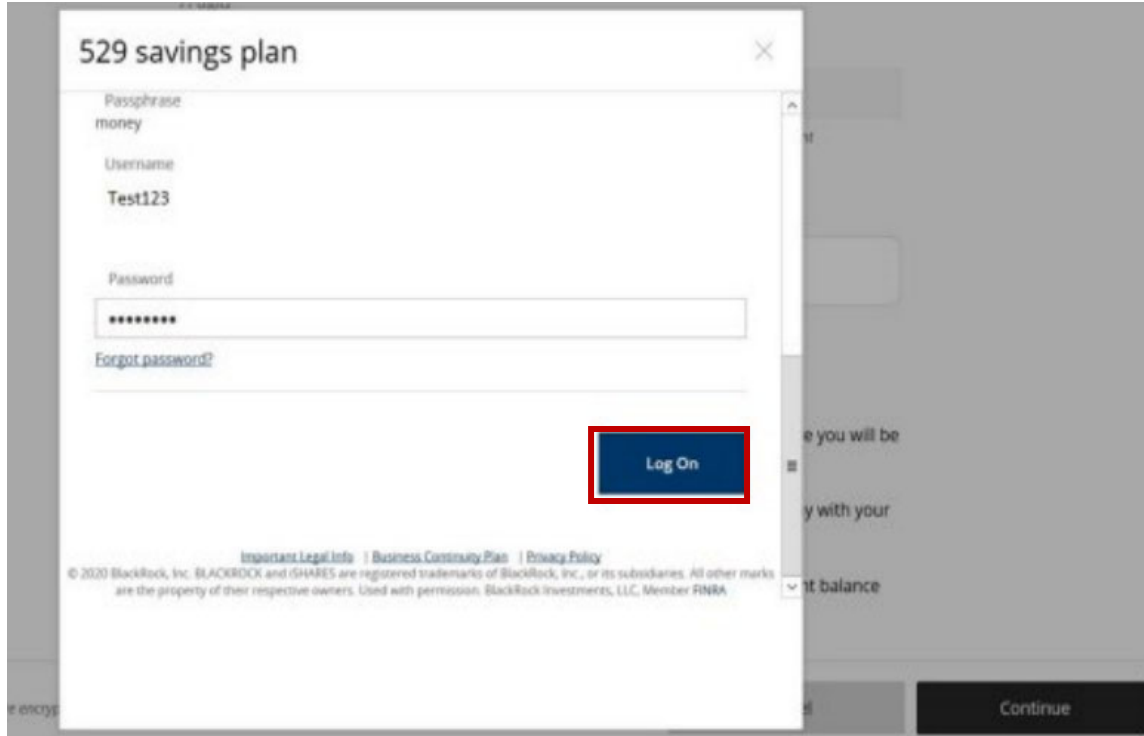
Only payments that are equal to or less than 90% of your 529 savings plan account balance will be permitted.

Cancel

Continue

- Read, understand, and agree to the terms and conditions
- Click on the '**Continue**' button to connect to the 529 savings plan website.

9. Log into the 529 Savings Plan account.



529 savings plan

Passphrase  
money

Username  
Test123

Password  
\*\*\*\*\*

[Forgot password?](#)

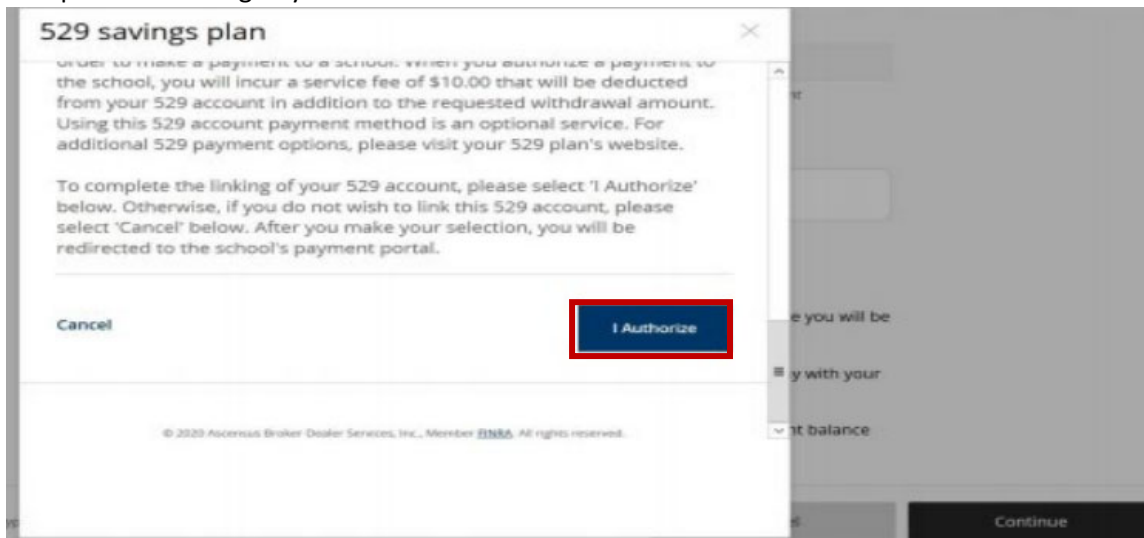
**Log On**

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Continue

- Click on the **'Log On'** button to continue

10. Complete the linking of you 529 Account.



529 savings plan

Order to make a payment to a school. When you authorize a payment to the school, you will incur a service fee of \$10.00 that will be deducted from your 529 account in addition to the requested withdrawal amount. Using this 529 account payment method is an optional service. For additional 529 payment options, please visit your 529 plan's website.

To complete the linking of your 529 account, please select 'I Authorize' below. Otherwise, if you do not wish to link this 529 account, please select 'Cancel' below. After you make your selection, you will be redirected to the school's payment portal.

Cancel

**I Authorize**

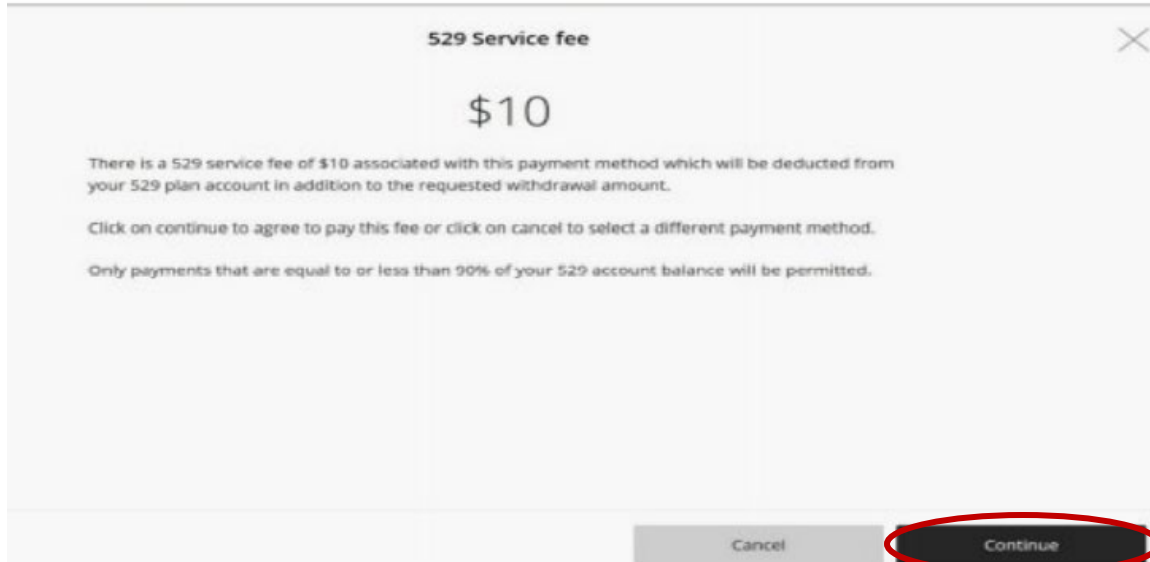
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Continue

- Click on the **'I Authorize'** button to continue.

11. The 529 Savings Plan processor charges a **\$10 service fee**.

- Your 529 vendor may also assess a service fee.



- If you agree to pay the fee, click on the continue button to complete the transaction.