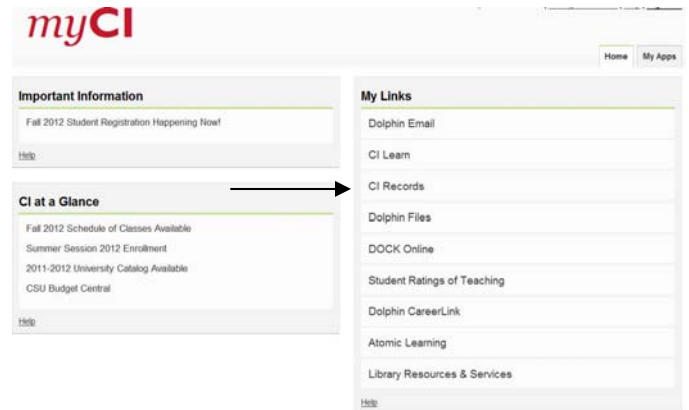
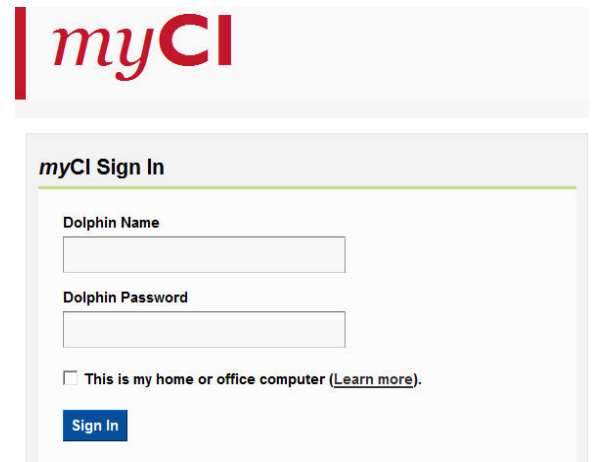
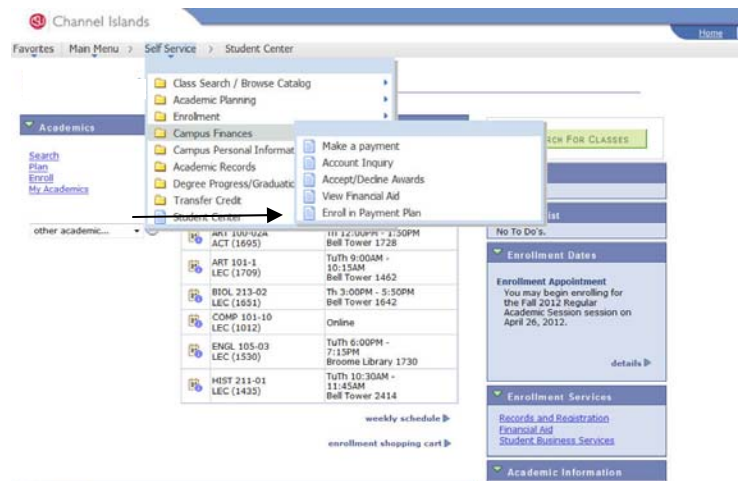


Online Housing Installment Payment Plan (HIPP):

1. Open Internet Explorer and browse to <https://myci.csuci.edu> or connect through www.csuci.edu and click on the myCI icon.
2. On the Sign In page, enter your User ID and password to log in. Both are case sensitive. If you forgot your password click "Forgot Password."
3. After you have logged into your myCI, a webpage containing your Dolphin Email, Dolphin Files, and CI Records will be displayed. Under My Account click on "CI Records." This link will take you to your self service page.

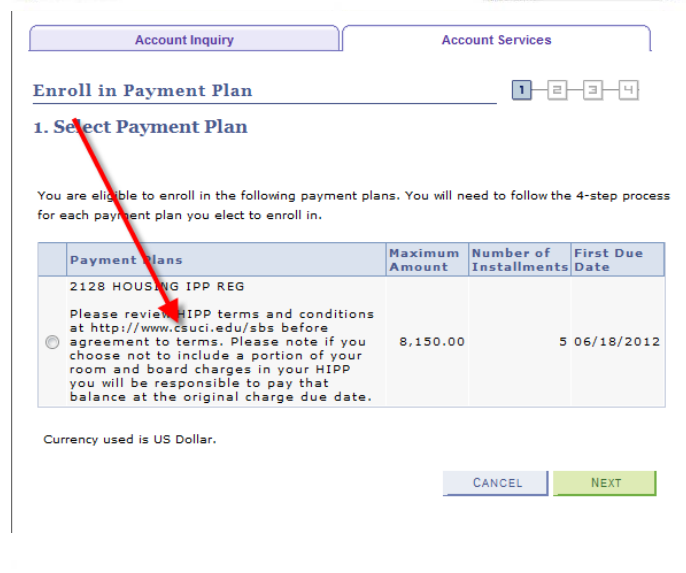


4. Locating "Enroll in Payment Plan":
 - a. Click on "Self Service" menu option.
 - b. Click on "Campus Finances"
 - c. Click on "Enroll in Payment Plan"



5. This will take you to the "Enroll in Payment Plan" page; from there you have the option to select a Housing Payment Plan.

- a. Please select the payment plan
- b. Go to the link specified and read the terms and conditions. Then click "Next"
- c. Please Note that you will only be able to select a payment plan if you are eligible.



6. The “Review Installments” page lets you select the dollar amount you wish to have broken up into installments. This page also lets you select the number of installments you wish to have.
 - a. The “calculate installment” button calculates the payment plan based on your selected preferences in the “Elected Amount” box and the “Number of Installments” box.
 - b. Please note that installment preferences are not selected until you hit the “Next” button.
 - c. Once you have found the right installment plan for you, please click “Next”
7. The “Agreement” section allows you to review the payment plan options previously selected in the “Review Installments” page.
 - a. Once you have reviewed the payment plan, you are asked to agree upon the payment terms you selected.
 - b. If there are no changes you wish to add, please check the “Yes, I have read the agreement” box. Then click “Enroll.”
 - c. Please go to www.csuci.edu/sbs/housing-installment-payment-plan.htm to read the Terms & Conditions you are automatically responsible for in the Payment Plan.

8. Please print out the “Results” page as a reference for your Payment Plan.
 - a. From this page you have the option to Enroll in Another Payment Plan or review your account.

You have selected 2128 HOUSING IPP REG.

Please review HIPP terms and conditions at <http://www.csuci.edu/sbs> before agreement to terms. Please note if you choose not to include a portion of your room and board charges in your HIPP you will be responsible to pay that balance at the original charge due date.

Minimum Plan Amount:	50.00
Maximum Plan Amount:	8,150.00
Elected Amount:	<input type="text" value="8150.00"/>
Number of Installments:	<input type="text" value="5"/> <input type="button" value="calculate installment"/>

Due Date	Installment	Administrative Fee	Total Installment
06/18/2012	1,630.00	33.00	1,663.00
07/18/2012	1,630.00		1,630.00
08/18/2012	1,630.00		1,630.00
09/18/2012	1,630.00		1,630.00
10/18/2012	1,630.00		1,630.00
Total	8,150.00	33.00	8,183.00

Currency used is US Dollar.

Important: If charges that are placed in this plan are reversed or reduced, your installment payment will also be automatically reduced.

You are about to enroll in 2128 HOUSING IPP REG.

Please review HIPP terms and conditions at <http://www.csuci.edu/sbs> before agreement to terms. Please note if you choose not to include a portion of your room and board charges in your HIPP you will be responsible to pay that balance at the original charge due date.

Elected Amount:	8,150.00	<input type="button" value="change payment plan terms"/>
Administrative Fee:	33.00	
Total Plan Amount:	8,183.00	
Number of Installments:	5	

Due Date	Installment	Administrative Fee	Total Installment
06/18/2012	1,630.00	33.00	1,663.00
07/18/2012	1,630.00		1,630.00
08/18/2012	1,630.00		1,630.00
09/18/2012	1,630.00		1,630.00
10/18/2012	1,630.00		1,630.00
Total	8,150.00	33.00	8,183.00

Currency used is US Dollar.

Important: If charges that are placed in this plan are reversed or reduced, your installment payment will also be automatically reduced.

I agree to the installment schedule listed above. If I default on any installments, I understand that full amount may be due immediately and a hold will be placed on my account.

The agreement is dated: 05/21/2012 Yes, I have read the agreement

Enroll in Payment Plan

4. Result

Congratulations!
You have successfully enrolled in 2128 HOUSING IPP REG. Please keep the installment schedule below for your reference.

Due Date	Installment	Administrative Fee	Total Installment
06/18/2012	1,630.00	33.00	1,663.00
07/18/2012	1,630.00		1,630.00
08/18/2012	1,630.00		1,630.00
09/18/2012	1,630.00		1,630.00
10/18/2012	1,630.00		1,630.00
Total	8,150.00	33.00	8,183.00