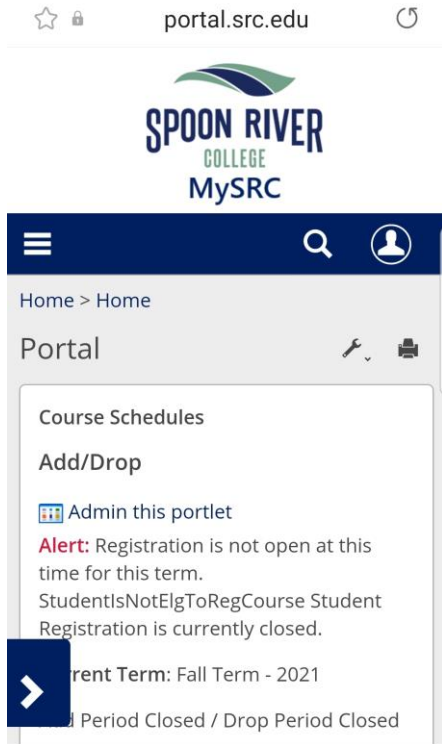
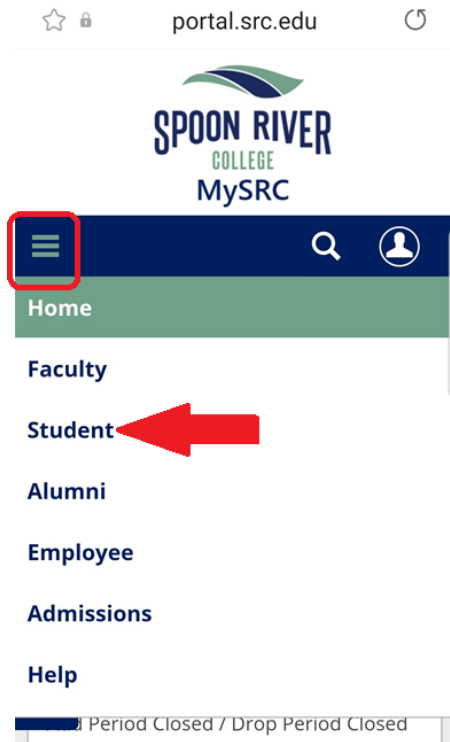


## MySRC – Viewing the Student tab information Using a cell phone to set up a payment plan

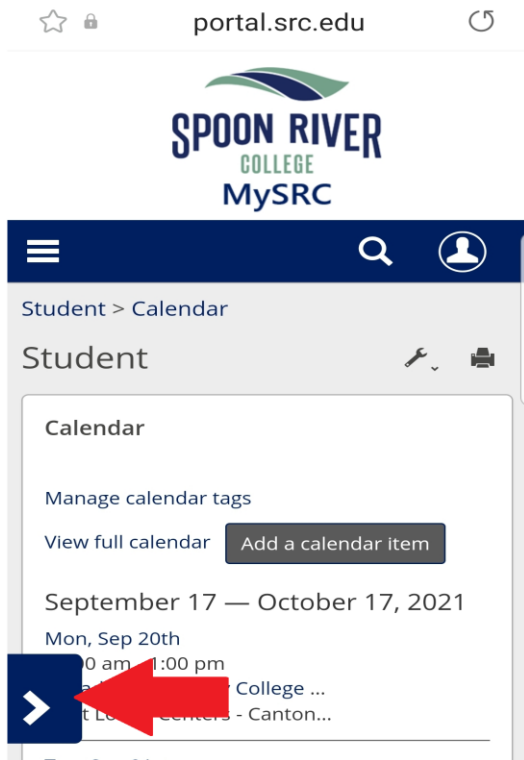
Once you are logged into [Student Faculty and Staff Portal](#) and click on **MySRC** from your apps. The screenshot below is the screen that users will be presented with.



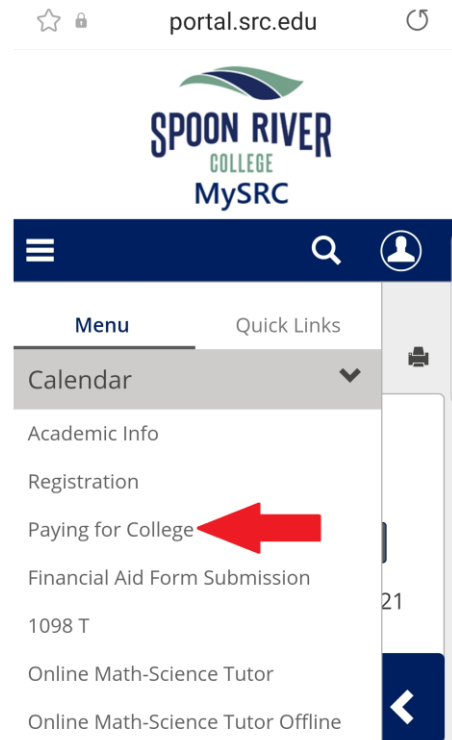
Click on the **The Hamburger Menu** button (3 lines) then the **Student** tab. Circled and arrowed in the screenshot below.



Click on the blue expansion arrow.  
Indicated by the red arrow in the screenshot below.



To set up a payment plan users will click on **Paying for College** tab.  
Indicated by the red arrow in the screenshot below.



Users will need to scroll down on the page and click the link **Continue to Payment Portal**

previous year. Cost of attendance and financial aid.

**Agree & Continue**

Step 1 Step 2 Step 3 Step 4 Step 5 Step 6

**My Student Information**

Setup A/R Management

My Account Balances

Course and Fee Statement

**My Payment Portal by Nelnet**

This is a secure third party service for Make payment in full, Sign up for Payment plan, Parents/Guardian payee option.

[Continue to Payment Portal](#)

Shipping Sheet Portlet