

# Panther Payment Plan

## Frequently Asked Questions

1. [What would cause my plan balance and monthly installments to change?](#)
2. [Do I have to pay my installments online?](#)
3. [How do I make my payments?](#)
4. [Must I wait until my installment is due to pay it or can I pay smaller amounts each week?](#)
5. [Can I use more than one payment method to make my monthly installment payments?](#)
6. [My electronic check payment failed to process or was returned by my bank. Why?](#)
7. [Will my installments be paid automatically?](#)
8. [How can I automate/schedule my monthly payments?](#)
9. [What will happen if my payment is late?](#)
10. [How do I change the payment method linked to my payment plan?](#)
11. [Where can I view the details of my plan, installment amounts, payment schedule, etc.?](#)
12. [Why can't I schedule a credit card payment in advance?](#)

### 1. Q. What would cause my plan balance and monthly installments to change?

- A. Your Panther Payment Plan will automatically recalculate your total balance due as well as your monthly installments whenever a new charge or payment is posted to your student account. For example, receiving a traffic fine or a decrease in the amount paid by a financial aid item would increase your total balance due and subsequently, would increase each of your remaining monthly installments. On the other hand, if you were to receive an increased amount of financial aid or a decrease in the amount charged for tuition & fees, your total balance due and remaining installments would then decrease.

[Back to top](#)

### 2. Q. Do I have to pay my installments online?

- A. The Panther Payment Plan is entirely web-based. This means that you both enroll and pay your monthly installments online through PAWS, in your Student Account Center. Payments made by cash, personal check, wire transfer, or money order in your PAWS account, but not within the Panther Payment Plan section of the site, **WILL NOT** pay down your next installment. These payments, however, will lower the total balance and subsequently it will also lower all of your remaining installments equally.

[Back to top](#)

### 3. Q. How do I make my payments?

- A. You must first login to PAWS and then access your Student Account Center. From the homepage of your Student Account Center, select the **Payments** tab. Under **Payment Plan Installments**, you will see each of your remaining monthly payments. To pay the next installment due, click on the **Schedule/Pay** link next to that installment. View the tutorial [Making a Monthly Installment Payment](#) for step-by-step assistance.

[Back to top](#)

**4. Q. Must I wait until my installment is due to pay it or can I pay smaller amounts each week?**

- A. Within the Panther Payment Plan section of the website, payments are calculated on a schedule and are expected to be made by the scheduled due date (based on the term/semester of your payment plan). You can make payments of any size toward your next installment as long as these smaller payments, when added up, are equal in total to the monthly balance due by the monthly due date.

[Back to top](#)

**5. Q. Can I use more than one payment method to make my monthly installment payments?**

- A. Yes, you can use multiple payment methods to make your monthly installment payments. Please keep in mind, however, that credit/debit card payments, although reflected in PAWS in real-time, are not reflected in your Student Account Center and Panther Payment Plan until the next business day (if your payment is made after 5pm it will not reflect until after 5pm on the next business day.)

TIP: If you plan to make multiple partial payments on an installment on the same day, you will need to keep track of how much you paid by credit/debit card(s), and subtract that amount from the total amount due for that installment while making each subsequent partial payment. If you plan to use both a checking/savings account and a credit/debit card, it is easiest to use the credit/debit card to pay the remainder of the installment after you have made your partial payment using a checking/savings account as payments made with a checking/savings account will be reflected in real-time in your Student Account Center and Panther Payment Plan.

[Back to top](#)

**6. Q. My electronic check payment failed to process or was returned by my bank. Why?**

- A. Electronic checks (online payments made from a checking/savings account) are posted to your account in real-time. However, if for any reason that payment is not honored by your bank, it can take up to ten (10) business days for Florida Tech to receive notification and then reverse the electronic check on your student account. Most often, an electronic check fails to process as a result of an incorrect account number or routing number. When paying by electronic check, please be sure to double-check the account and routing numbers for accuracy when you enter them. Another reason for an electronic check being returned is that there may be insufficient funds to cover the transaction in that bank account. In either case, a \$30.00 returned check fee may be charged to your student account. When an electronic check is reversed, the amount of the returned check will be spread out equally over your remaining installments.

[Back to top](#)

**7. Q. Will my installments be paid automatically?**

- A. During the enrollment process you should have selected to either make your installment payments manually or have them automatically taken from a checking/savings account each month. If you would like to see if your payments are automated, in your Student Account Center, select the **Payments** tab at the top of your screen. If your installments are automated, each installment will be listed under **Pending Payments**. The date that each individual payment will be taken can be found under **Payment Date**.

[Back to top](#)

**8. Q. How can I automate/schedule my monthly payments?**

- A. If you did not select to “automate” your monthly payments when you enrolled in the Panther Payment Plan, you can still schedule when and how your future installments will be paid. From the homepage of your Student Account Center, select the **Payments** tab. Under **Payment Plan Installments**, you will see each of your remaining installments. Next to each installment you can select **Schedule/Pay** – here you will be able to schedule your payments to be automatically taken on a future date (this date cannot exceed the due date for that installment).

[Back to top](#)

**9. Q. What will happen if my payment is late?**

- A. Florida Tech will allow a grace period of one week from the due date of your last installment for you to make your payment. At the end of the grace period, if payment has not been received, a hold will be placed on your student account; you may be removed from the payment plan; and you will be subject to any applicable late fees and finance charges.

[Back to top](#)

**10. Q. How do I change the payment method linked to my payment plan?**

- A. You will need to first save a new payment method and then link that new payment method to your Panther Payment Plan. View the tutorial [Changing the Payment Method Linked to a Panther Payment Plan](#) for step-by-step assistance.

[Back to top](#)

**11. Q. Where can I view the details of my plan, installment amounts, payment schedule, etc.?**

- A. All of the details related to your Panther Payment Plan can be viewed through PAWS, in your Student Account Center – including the amount of each installment and payment schedule. From the homepage of the Student Account Center, select the **Payment Plans** tab at the top of your screen. This will display the details of your current payment plan.

[Back to top](#)

**12. Q. Why can't I schedule a credit card payment in advance?**

- A. Florida Tech uses a system called PayPath to process all credit/debit card transactions. This system does not store credit/debit card information, and therefore cannot retrieve this information for future payments.

[Back to top](#)