Setting up an Installment Payment Plan

Paying with a Credit Card
Select “My Finances” Under the Student Pages Drop Down Menu Item in MyMemphis.edu
Click on the TigerXpress
Click on the “Enroll in Payment Plan” button to begin.
Using the drop-down menu, select the term you wish to sign up for the Installment Payment Plan and then click “Select” button.
This will detail the available Installment Payment Plan currently available for the term that you selected. Click on “Select” button to select the plan.
This box is a breakdown of the charges on your account that will be included in the Installment Payment Plan you selected.

This box displays the terms of the plan including when each payment is due, the amount due for each payment, and the amount due now.

Choose how you would like your future payments to be made and then click “Continue.”
Use the drop-down menu to select how you will make your payment.

Once you select how you are going to make your payment, click “Continue”.
Click the Continue button, to go into PayPath.

When you select Credit Card via PayPath the Payment Plan Agreement appears first. Check the “I agree” box.
Paying with credit cards requires a service charge to be paid in addition to tuition and fees. If you agree, click the “Continue” button to move to the next step.
Review the amount and click the “Continue” button.
Enter the requested information and click the "Continue" once the information has been entered.
Review the information that appears on the screen and confirm everything is correct by checking the “I agree” box.

Click “Submit Payment” button to continue.
Your payment has now been processed. Click the “Close” button to continue.
Thank you for using PayPath Payment Service!

Your transaction has been completed. You may choose to close this window by clicking the button below or the window will close automatically in ten seconds.

Click Close to return to TigerXpress
You have now successfully signed up for the Installment Payment Plan.