

# How to Make Installment Payment

**Congratulations** on enrolling to your program at Atlanta College of Liberal Arts and Sciences.

**To recall back,** we believe that you have already purchased the course with us. Here's the page that you will be directed to after you are ready to make the payment.

Make payment				×
Pay for course bundle				
1 Master of Business Administration By Course Administrator				427/925 89\$
			Subtotal	89\$
Select your country	United States			
Select payment option	One time payment		Installment opti	ons
Select payment method				
	PayPal			
			Order total	89\$
		Р	) Pay nov PayMy1	v with Tuition
			Check Pauroutuitie	n aulde first

Above: Payment Portal Page after clicking purchase the course

Once you have selected your payment option, you will be selecting your preferred payment method.

We are offering two payment method options:

- A) PayPal
- B) PayMyTuition

We recommend using Paymytuition for payment as it does not include any processing fee if you select "local bank transfer" and it supports transactions up to 180+ countries. If you are unfamiliar with the payment process, you can check the option "Check Paymytuition guide first" below. We provide a detailed guide for using Paymytuition.

**Important Note:** The use of credit cards and e-wallets will include convenience fees to your quote. These fees are charged by the payment processor for the use of these payment options. We may have the right to require full payment.

#### Step 1: Select Installment options > Plan > Payment Method

Once you have selected installment options, you will see the installment plan that is presented in this page.

Select your country	United States	
Select payment option	One time payment	Installment options
MCS installment plan A           Processing fee: 2\$ / installment           4 installments           1, 50\$ + 2\$ = 52\$           2, 70\$ + 2\$ = 52\$           3, 90\$ + 2\$ = 52\$           3, 90\$ + 2\$ = 92\$           4, 85\$ + 2\$ = 91\$           Total fee 8\$           Total financed 307\$		
2 Installment payment MCS installment plan A		50\$
- installment processing fee Select payment method		2\$
Paymytuition	PayPal	

Choose the installment plan, and continue to choose your desired payment method.

### **Step 2:** Select Payment Method > View the Guide (PayMyTuition)

After you have selected the payment method for PayMyTuition, please read the PayMyTuition guide <u>HERE</u> before you proceed to ensure the required documents are prepared, such as **1. Identification Document 2. Invoice** (You will be able to download these documents once you clicked "Place Order" when you select PayMyTuition)

Processing fee: 2\$ / installment Linstallments:			
. 50\$ + 2\$ = 52\$			
2. 70\$ + 2\$ = 72\$			
3. 90\$ + 2\$ = 92\$ 1. 89\$ + 2\$ = 91\$			
ictal fee. 8\$			
otal financed 307\$			
Installment payment			
MCS installment plan A			
MCS installment plan A - installment processing fee			
MCS installment plan A - installment processing fee ect payment method			
ACS installment plan A - installment processing fee ect payment method Paymptuition	PayPal		
MCS installment processing fee ect payment method Paymy tuition users as one	PayPal	1st installment	52¢
MCS installment processing fee ect payment method Paymy tuition Frank of the sector	PayPal	1st installment	52\$
MCS installment processing fee ect payment method	PayPal	1st installment	52\$

### Step 3: Continue the PayMyTuition payment process

Through the guide, you will know where you can download your documents needed, and the email you have to take note of. Please be patient with the process, as it may take 1 - 7 business days (except weekends and public holidays) for them to proceed.

### Step 4: Wait until your account has updates

Through the guide, you will know where you can download your documents needed, and the email you have to take note of. Please be patient with the process, as it may take 1 - 7 business days (except weekends and public holidays) for them to proceed.

# You can check by clicking:



#### Profile > My Programs

And you will be able to see this:

The Doctor of Business Admir	histration (DBA) program is r	neticulously designed for profession	als aspiring to be leaders in th	heir
own right within the business	uley are involved in. Onlike i	ne Pho programme, the Online DBA	is calefully designed to fill th	ie
.anguage: English	Type: Online course	Expiry at: LIFETIME ACCESS	14 Course(s)	
Fuition status: Partial payment	Admission letter: 🛓	Academic transcript: Apply	Certificate: 📥 Apply again	
			Check course det	tails X
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			Check course det	tails X
Master of Compute	r Science	MCS	Check course det	tails X
Master of Compute	r Science nce (MCS) program at Atlant tion tailored to meet the den	MCS ta College of Liberal Arts and Scienc nands of today's tech industry. With i	Check course det Degree 120 Credits es (ACLAS) offers a robust, a unique blend of theoretical	and
Master of Compute The Master of Computer Scie offordable, and flexible educa anguage: English	r Science nce (MCS) program at Atlan Ton tailorted to meet the den Type: Online course	MCS ta College of Liberal Arts and Scienc nands of today's tech industry. With i Expiry at: LIFETIME ACCESS	Check course det Degree 120 Credits es (ACLAS) offers a robust, a unique blend of theoretical 7 Course(s)	and

You can see **"Partial payment" on the tuition status**, which means that you have completed the first installment payment.

#### Step 5: Start your learning journey

You can start your learning journey as usual. So, what's next to make a second installment payment?

Step 6: Continue your second installment payment

To continue your installment payment, click your profile > course bundle > click "Partial payment" on the tuition status of your course

The Doctor of Business Admin own right within the business	nistration (DBA) program is m they are involved in. Unlike th	neticulously designed for profession he PhD programme, the Online DBA	als aspiring to be lo is carefully design	eaders in the ed to fill the.
Language: English	Type: Online course	Expiry at: LIFETIME ACCESS	14 Course(s)	
Tuition status: Partial payment	Admission letter: 🛓	Academic transcript: Apply	Certificate: 🛓 A	pply again
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Master of Compute The Master of Computer Scie affordable, and flexible educa	IT Science nce (MCS) program at Atlant ntion tailored to meet the dem	MCS a College of Liberal Arts and Scienc ands of today's tech industry. With i	Degree 12 es (ACLAS) offers a unique blend of t	20 Credits a robust, heoretical an
Master of Compute The Master of Computer Scie affordable, and flexible educa Language: English	r Science nce (MCS) program at Atlant tion tailored to meet the dem Type: Online course	MCS a College of Liberal Arts and Scienc lands of today's tech industry. With a Expiry at: <b>LIFETIME ACCESS</b>	Degree 12 es (ACLAS) offers a unique blend of t 7 Course(s)	20 Credits a robust, heoretical an
Master of Compute The Master of Computer Scie affordable, and flexible educa Language: English Tuition status: Partial payment	r Science nce (MCS) program at Atlant, tion tailored to meet the dem Type: Online course Admission letter:	MCS a College of Liberal Arts and Scienc lands of today's tech industry. With a Expiry at: LIFETIME ACCESS Academic transcript: 🛓 Apply again	Degree 12 es (ACLAS) offers a unique blend of t 7 Course(s) Certificate: Refut Apply again	20 Credits a robust, heoretical an

You will be able to see this page below, to continue making the payment.

**Note: Do not click "My Orders,"** please follow the previous instruction: Profile > My Programs > Tuition Status: Partial Payment

~	20241019_1729	318558_F	NYT Waiting payme	ant			Total: 307.00\$ F	Paid: 0.00
	Item list:							
	1 Master of	Computer	Science				4	<del>79.3\$</del> 299
	MCS installment	plan A						
	#1 installment		#2 installment		#3 installment #4 installme		#4 installment	nt
	Amount:	50.00\$	Amount:	70.00\$	Amount:	90.00\$	Amount:	89.00\$
	handling fee:	2.00\$	handling fee:	2.00\$	handling fee:	2.00\$	handling fee:	2.00\$
	Poymytuition	0.00\$	Paymytuition	0.00\$	Payartuition	0.00\$	Paymotuition	0.00\$
	Total:	52.00\$	Total:	72.00\$	Total:	92.00\$	Total:	91.00\$
	Total:	52.00\$	Total:	72.00\$	Total:	92.00\$	Total:	91.

To continue, click the button "Make payment"

Item list:	.9310243_4					iotal. 207.009 Fa	10. 52.00
1 Doctor o	f Business A	dministration				24	<del>2.86\$</del> 199
DBA installmen	nt plan A						
#1 installment		#2 installment		#3 installment		#4 installment	
Amount:	30.00\$	Amount:	40.00\$	Amount:	50.00\$	Amount:	79.00
handling fee:	2.00\$	handling fee:	2.00\$	handling fee:	2.00\$	handling fee:	2.005
Paymytuition	0.00\$	Paymytuition	0.00\$	Paymytuition	0.00\$	Paymytuition	0.00\$
Total: Paid	32.00\$	Total: Waiting payment	42.00\$	Total: Waiting payment	52.00\$	Total: Waiting payment	81.00\$
Make pay	/ment		•				
	00000700 14					T-4-1- 100 000 0	

You will be directed to this page to continue making the #2 installment.



Note: You must select the same country as what you have selected in previous action, to ensure the data is correct, or it may cause a delay on your payment process.

FAQ: Can I select a different payment method in the second installment?

The answer is – YES YOU CAN!

Select your country > Select payment method

You can select other payment method if you want to, and continue the same process in **Step 2** and do the same for each installment until you complete your payment.

ake payment         Pay for course bundle         1       Doctor of Business Adm By Course Administrator	inistration				242.866 195
#1 installment Amount: 30.00\$ Handling fee: 2.00\$ Sub total: 32\$ paid	#2 installment Amount: 40.00\$ Handling fee: 2.00\$ Sub total: 42\$ waiting payment	#3 installment Amount: 5 Handling fee: Sub total: waiting payment	50.00\$ 2.00\$ 52\$	#4 installment Amount: Handling fee: Sub total: waiting_paymen	79.004 2.004 814
Select your country	Argentina				
Select payment method		PayPal			
				Order total	42\$

# Important:

Please note that you can only apply for your certificate and transcript after you have completed the payment for tuition fees, or your application will be rejected.

# What's next after you have completed the payment?

> Click <u>here</u> to know how to apply for your transcript and certificate.