

How to Sign Up for International Payment Plan (IPP)

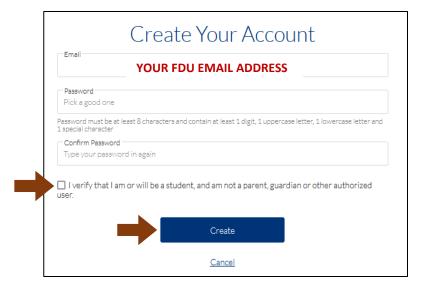
- 1. Go to fdu.myonplanu.com
- 2. Click Create New Account



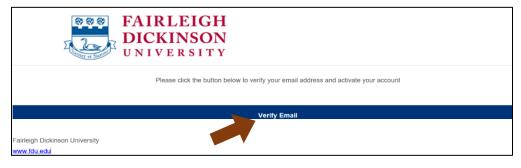
3. Click "Yes" to a question "Are you a Current or Former Student?"



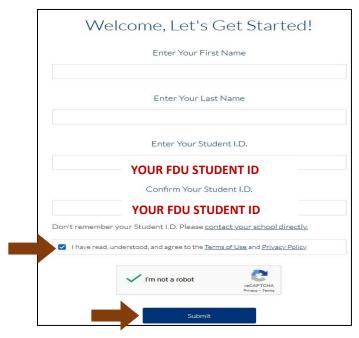
4. Enter your **FDU email address** and password to create your account. Tick a box and click **Create**.



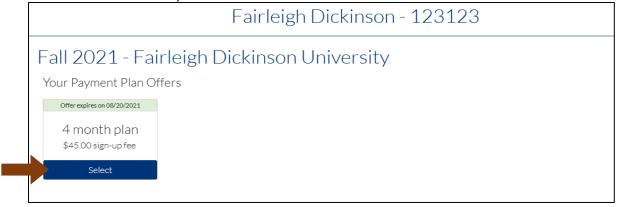
5. You will receive an email to activate your email address. Click Verify Email



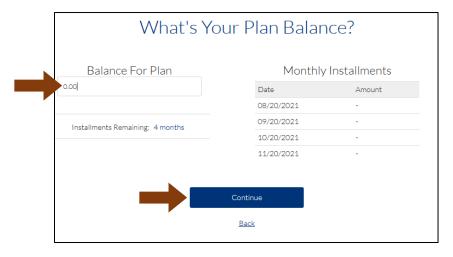
- 6. Log in using your FDU email address and password you created
- 7. Enter your First, Last name and your **FDU student ID** (7-Digit Number). Tick a box and click **Submit**.



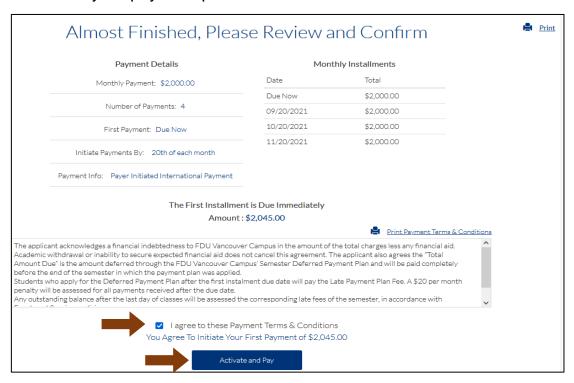
8. Select a payment option (The payment plan offer expires on the due date of the first installment)



9. Enter **your balance** for the term you set up your payment plan for and click **Continue** (To find out your balance: Undergraduate – check your *statement* of fees sent by Enrollment Services/ Graduate – check <u>Self-Service</u>)



10. Confirm **Payment Details** and **Payment Terms & Conditions**. Your first payment includes the payment plan fee of \$45 USD. When you are ready to pay, tick a box and click **Activate and Pay**. You must pay the first installment to actiave your payment plan.



11. Select country and make your payment.

IMPORTANT: All IPP payments must be made through your IPP portal (fdu.myonplanu.com). Please be mindful of the processing time to ensure that FDU receives your payment <u>before</u> the due date.

