



HOW to ENROLL

In a Payment Plan

- 1 Go to the Delta State University homepage at www.deltastate.edu
- 2 On the left side of the webpage click on [myDSU](#) link located at the top left of the page.
- 3 Click on  **Online**
- 4 Click on **Enter Secure Area**
- 5 You will need to put in your **user ID (900#)** and **password**.
Your User ID is your Banner ID Number. If you use your Social Security number, you will have to sign in to student records again. Your password is your birth date (mmddyy).
- 6 Once you have access click on  **Student Services & Financial Aid**
- 7 Click on **Student Records**
- 8 Click on **View Accounts and Make Payments**
- 9 You will then be directed to another page
- 10 You may enroll in a payment plan by clicking on the Payment Plan tab and selecting the 5 payment or 4 payment plan.
- 11 You will be required to make a 20% down payment for the 5 payment plan and a 25% downpayment for the 4 payment plan. A \$50 service fee is charged per payment plan.

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SPECIAL NOTE: We accept Mastercard, American Express, Visa, and Discover. There will be a 2.75% convenience fee charged for payments via credit card.