

Change a payment method and attach it to existing payment plan.

1. Log in to Payment Center via WebAdvisor, go to MyAccount-> Payment Methods.

The screenshot shows the 'My Account' page with the 'Payment Methods' tab selected. The page includes an account alert about a late installment, a welcome message for Camden County College, and a summary of the current account status. The current account status shows a balance of \$394.50, a payment plan for 'Early registration Fall 2015 option 1' for \$736.50, and other charges of \$0.00. Term balances for 2012 Spring (\$25.00) and 2012 Fall (\$106.00) are also listed.

Current Account Status	
Balance:	\$394.50
Payment Plans	
Early registration Fall 2015 option 1	\$736.50
Other Charges	
Not included in Plan:	\$0.00

Term Balances	
2012 Spring	\$25.00
2012 Fall	\$106.00

2. Click on Add New Payment Method and add a new Credit/Debit card or Bank info.

The screenshot shows the 'Payment Methods' page. It includes instructions for adding new payment methods and a table of existing saved payment methods. The 'Add New Payment Method' button is highlighted with a red circle.

My Payment Methods	Action	Date Last Modified
BETH Test VISA Sig D	Edit Delete	3/18/15 16:49:01
Beth TEST ACH	Edit Delete	6/1/15 12:40:46
my credit card	Edit Delete	4/22/15 15:34:57

3. Go to the payment plan that you have enrolled in. Click on the “Change” button next to Payment Method.

Payment Plans

Available Payment Plans

You are currently enrolled in a payment plan for the current term. There are other payment plans available. To enroll in a different payment plan or in a payment plan for another term, select [Enroll Now](#).

[Enroll Now](#)

Currently Enrolled Plans

You are currently enrolled in this payment plan. To pay an installment or other partial plan amount, please go to [Payments](#).

Plan Name:	Early registration Fall 2015 option 1 View Agreement
Enrolled by:	-
Term:	2015 Fall
Enrollment Date:	6/1/15
Setup fee:	\$40.00
Payment Method:	Beth TEST ACH Change
Payoff amount:	\$736.50 Pay off Plan

4. On the next screen select the new payment method that you just created in step 2. Click Confirm on the next screen.

Change Payment Method

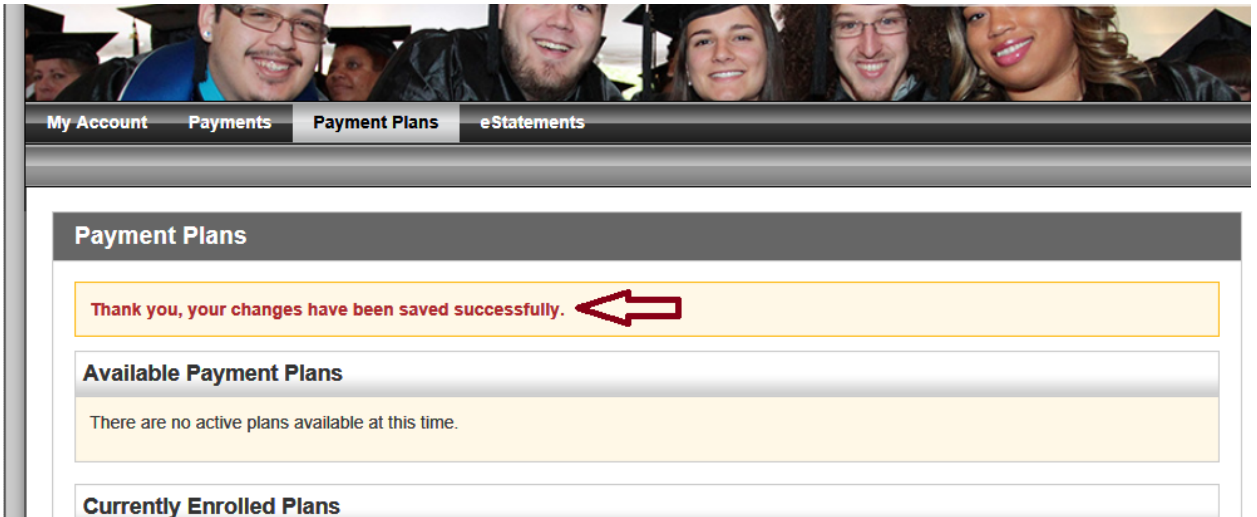
If you need to create a new payment method, please visit the [Payment Methods](#) page.

Select New Payment Method:

[Change](#) [Cancel](#)

Beth TEST ACH
BETH Test VISA Sig D

5. A message will be displayed that the changes have been saved successfully.



6. As a last step, please delete the old payment method. This last step is important for this change to work correctly.

Go to My Account->Payment Methods. Click on Delete button next to the old payment method.

