INSTRUCTIONS TO ADJUST YOUR UPAY PAYMENT PLAN

Once you have logged on to QuikPAY, select Payment Plan from the left hand menu. Click on Agreement ID to see details for your Fall 2020 payment plan as shown below.

1. To adjust your UPay Payment Plan, please click on the Balance Management option listed next to the Original Estimated Balance.

2. Select the appropriate option for adjustment.

3. Enter the amount to adjust the Upay Payment Plan and click confirm.