Payment Agreement

Summary

In order to register for curriculum (college-credit) classes at A-B Tech, you must electronically agree to A-B Tech's Payment Agreement.

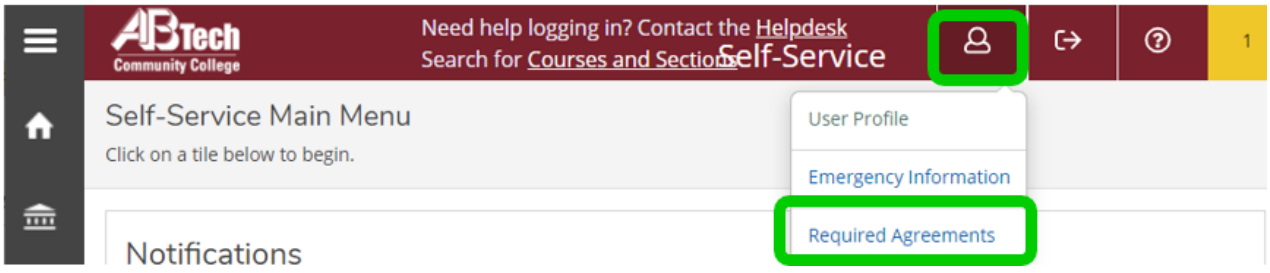
Payment agreements are added to student accounts at the beginning of each registration period.

Please Note: accepting the payment agreement is separate from the financial aid application process.

Instructions

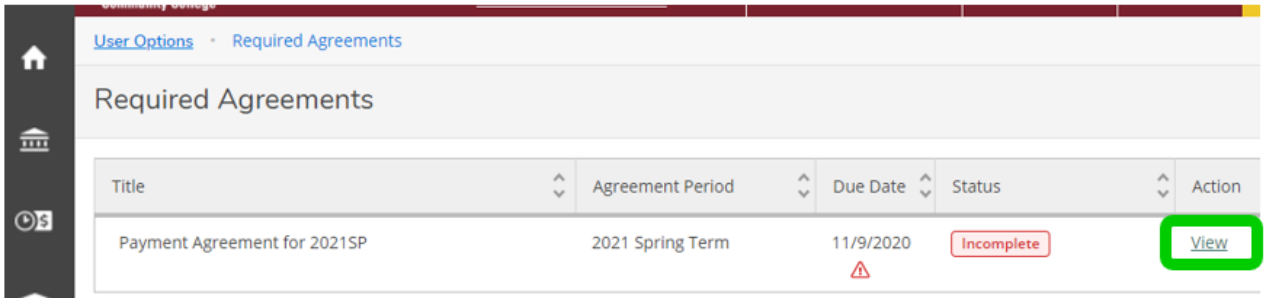
1. Log in to Self-Service.

2. Click on the red user icon on the red bar across the top and select "Required Agreements" from the drop-down menu that appears.

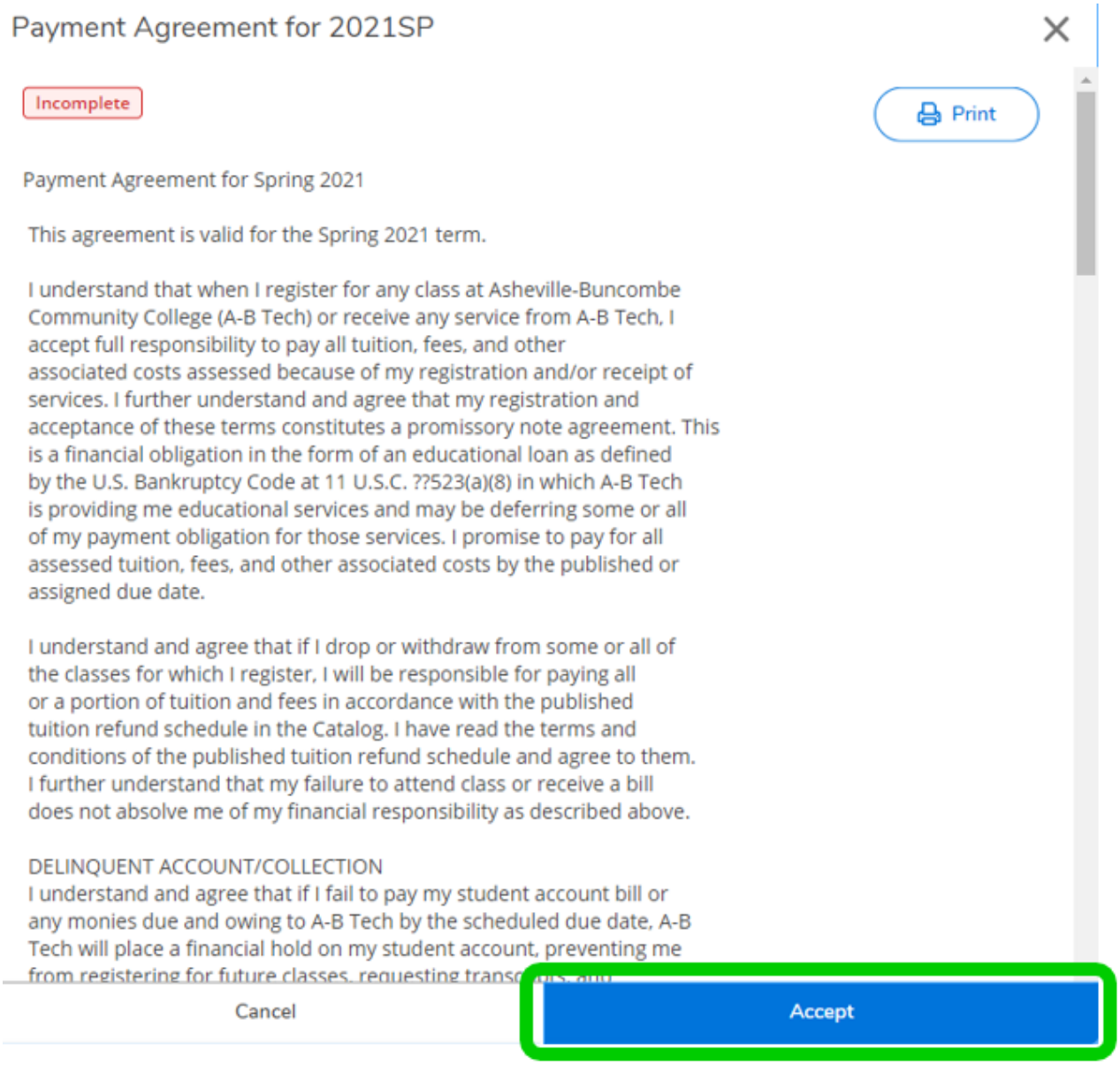


3. Click on "View" next to the agreement listed for the semester you want

to register for.



4. Read through the agreement and then click on the blue "Accept" button in the lower-right corner.

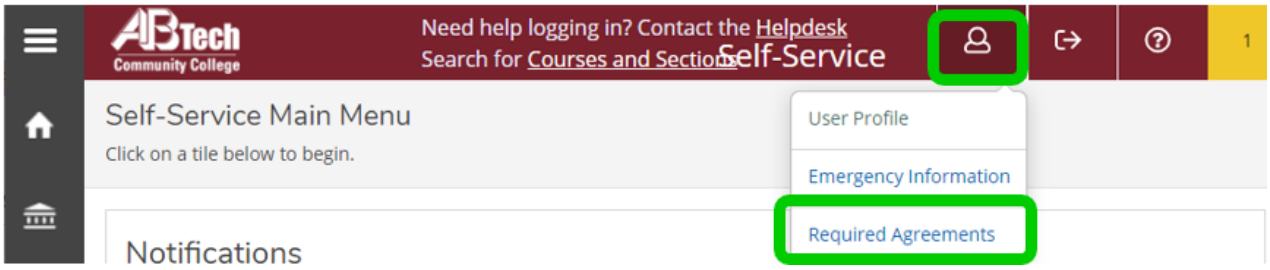


After completing the agreement, your Self-Service account will be updated immediately and automatically. This agreement must be completed again for each semester.

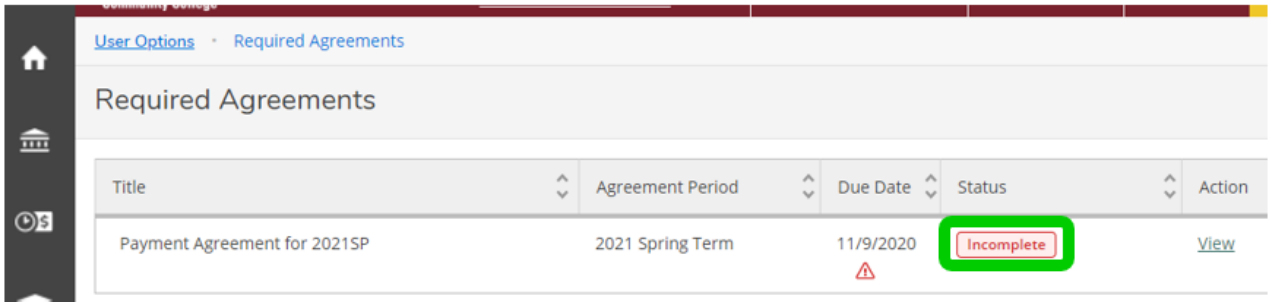
Verifying the Agreement Has Been Completed

1. Log in to Self-Service.

2. Click on the red user icon on the red bar across the top and select "Required Agreements" from the drop-down menu that appears.



3. Look at the **status** of the semester you with to register for. It will either say "Accepted" if you have completed the agreement or "Incomplete" if you have not.



Key Words: FRA, STFA, Student Financial Agreement, Payment Agreement

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