Cancelling A Payment Plan
Cancelling A Payment Plan

1. Log into Webcat or Parent Portal*
   a) In Webcat, under “Billing” tab, click “View Account/Pay Bill”
   b) In Parent Portal, click “Account Summary”
   *Contact the IT Helpdesk for assistance with your log in, or if you have forgotten your password (603-862-4242)
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2. Click “Make One-time Payment to UNH/Setup Monthly Payment Plan”

Make One-time Payment to UNH / Setup Monthly Payment Plan

Request Direct Deposit Refund to Student
3. Click “Payment Plan”
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4. Click on “Agreement Details”
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5. Scroll to the bottom of the first section.
6. Click Terminate.
7. Confirm you want to terminate the payment plan.
7. Refresh your view and you should see the payment plan in Terminated status.

<table>
<thead>
<tr>
<th>AGREEMENT ID#</th>
<th>PLAN</th>
<th>ACCOUNT</th>
<th>CREATE DATE</th>
<th>END DATE</th>
<th>STATUS</th>
</tr>
</thead>
<tbody>
<tr>
<td>199041</td>
<td>Fall 2023</td>
<td>Tuition Payment Plan</td>
<td>07/05/2023</td>
<td>08/05/2023</td>
<td>TERMINATED</td>
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</tbody>
</table>