

SETELAH MEMBAYAR INITIAL PAYMENT

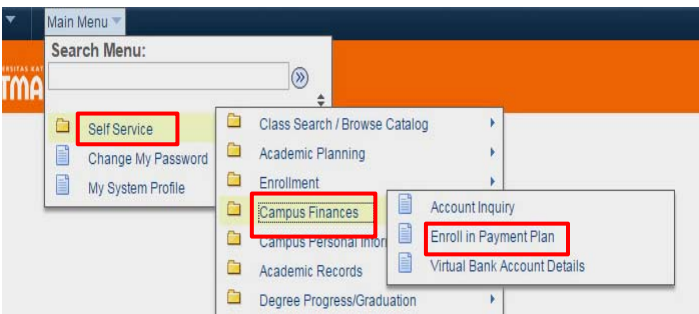
SISA PEMBAYARAN BIAYA KULIAH BERIKUTNYA DAPAT DI ANGSUR ATAU DI LUNASI SEBELUM JATUH TEMPO

Berikut Cara Membuat Angsuran (Payment Plan) di Sistem MyAtma

- 1 Buka Browser Mozilla, Chrome, dll –
Login ke <https://myatma.atmajaya.ac.id>
masukkan *User id dan password*



- 2 Pilih menu **Main Menu – Self Service – Campus Finances – Enroll in Payment Plan**



- 3 Anda akan mendapatkan rincian pembayaran yang harus dibayar

1. **Select Payment Plan**

Pilih cicilan biaya lalu klik Next (tidak bisa langsung di klik sekaligus)

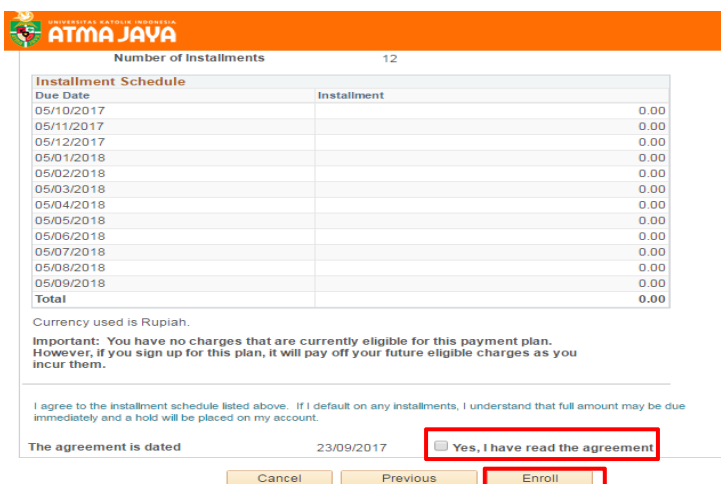
You are eligible to enroll in the following payment plans. You will need to follow the 4-step process for each payment plan you elect to enroll in.

| Payment Plans | Maximum Amount | Number of Installments | First Due Date |
|---|----------------|------------------------|----------------|
| Cicilan BKP Angkatan 1810 | | | |
| <input type="radio"/> Pilih Cicilan ini untuk Mahasiswa S1 Angkatan 2018/2019 komponen BKP Prodi Psikologi. Gunakan No. Virtual Account untuk pembayaran. Cicilan CDC Angkatan 1810 | 999,999,999.00 | 12 | 05/10/2017 |
| <input type="radio"/> Pilih Cicilan ini untuk Mahasiswa S1 Angkatan 2018/2019 komponen CDC Prodi Psikologi. Gunakan No. Virtual Account untuk pembayaran. Cicilan SKS Angkatan 1810 | 999,999,999.00 | 12 | 05/10/2017 |
| <input type="radio"/> Pilih Cicilan ini untuk Mahasiswa S1 Angkatan 2018/2019 komponen SKS Prodi Psikologi. Gunakan No. Virtual Account untuk pembayaran. Cicilan SPP Angkatan 1810 | 999,999,999.00 | 12 | 05/10/2017 |
| <input type="radio"/> Pilih Cicilan ini untuk Mahasiswa S1 Angkatan 2018/2019 komponen SPP Prodi Psikologi. Gunakan No. Virtual Account untuk pembayaran. | 999,999,999.00 | 12 | 05/10/2017 |

Currency used is Rupiah.

Cancel Next

- 4 Jika Anda setuju beri checklist pada (✓) **“Yes, I have read the agreement”**, lalu klik **Enroll**



| Due Date | Installment |
|------------|-------------|
| 05/10/2017 | 0.00 |
| 05/11/2017 | 0.00 |
| 05/12/2017 | 0.00 |
| 05/01/2018 | 0.00 |
| 05/02/2018 | 0.00 |
| 05/03/2018 | 0.00 |
| 05/04/2018 | 0.00 |
| 05/05/2018 | 0.00 |
| 05/06/2018 | 0.00 |
| 05/07/2018 | 0.00 |
| 05/08/2018 | 0.00 |
| 05/09/2018 | 0.00 |
| Total | 0.00 |

Currency used is Rupiah.

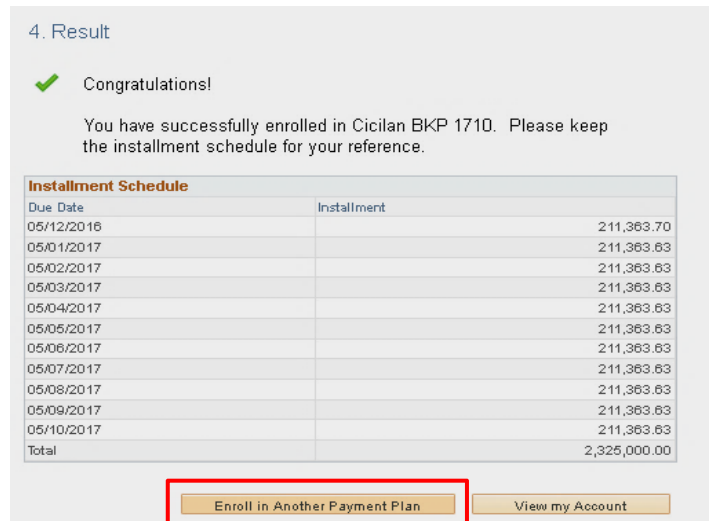
Important: You have no charges that are currently eligible for this payment plan. However, if you sign up for this plan, it will pay off your future eligible charges as you incur them.

I agree to the installment schedule listed above. If I default on any installments, I understand that full amount may be due immediately and a hold will be placed on my account.

The agreement is dated 23/09/2017 Yes, I have read the agreement

Cancel Previous Enroll

- 5 Anda telah berhasil melakukan Payment Plan. Jika Anda ingin melakukan Payment Plan lainnya, klik **Enroll in Another Payment Plan**



4. Result

✓ Congratulations!

You have successfully enrolled in Cicilan BKP 1710. Please keep the installment schedule for your reference.

| Due Date | Installment |
|------------|--------------|
| 05/12/2016 | 211,363.70 |
| 05/01/2017 | 211,363.63 |
| 05/02/2017 | 211,363.63 |
| 05/03/2017 | 211,363.63 |
| 05/04/2017 | 211,363.63 |
| 05/05/2017 | 211,363.63 |
| 05/06/2017 | 211,363.63 |
| 05/07/2017 | 211,363.63 |
| 05/08/2017 | 211,363.63 |
| 05/09/2017 | 211,363.63 |
| 05/10/2017 | 211,363.63 |
| Total | 2,325,000.00 |

Enroll in Another Payment Plan View my Account

- 6 Ulangi langkah di No. 3 dari awal sampai selesai melakukan payment plan

- 7 Untuk melihat Payment plan (Rincian Angsuran) yang sudah dilakukan klik **Self Service-Campus Finances-Account inquiry (pilih ‘Charges Due’)**



LAURENSIA VANESA

Account Inquiry Account Services

Summary Activity Charges Due Payments

Charges Due

Following is a Running Totals summary by due date of the charges and deposits that you owe. Review either the Details by Due Date table or the Details by Charge table to see the specific charges.

| Due Date | Due Amount |
|------------|--------------|
| 05/11/2017 | 2,579,166.30 |
| 05/12/2017 | 2,579,166.67 |
| 05/01/2018 | 2,579,166.67 |
| 05/02/2018 | 2,579,166.67 |
| 05/03/2018 | 2,579,166.67 |
| 05/04/2018 | 2,579,166.67 |
| 05/05/2018 | 2,579,166.67 |
| 05/06/2018 | 2,579,166.67 |
| 05/07/2018 | 2,579,166.67 |
| 05/08/2018 | 2,579,166.67 |
| 05/09/2018 | 2,579,166.67 |

Currency used is Rupiah.

CATATAN:

- Pembayaran uang kuliah hanya bisa dilakukan dengan **Virtual Account Bank Mandiri atau BCA**
- Cek nomor VA pada MyAtma di **Main Menu – Self Service – Campus Finance – Virtual Bank Account Details**
- Apabila mahasiswa terlambat melakukan pembayaran, maka akan dikenakan denda sebesar 10% dari tagihan

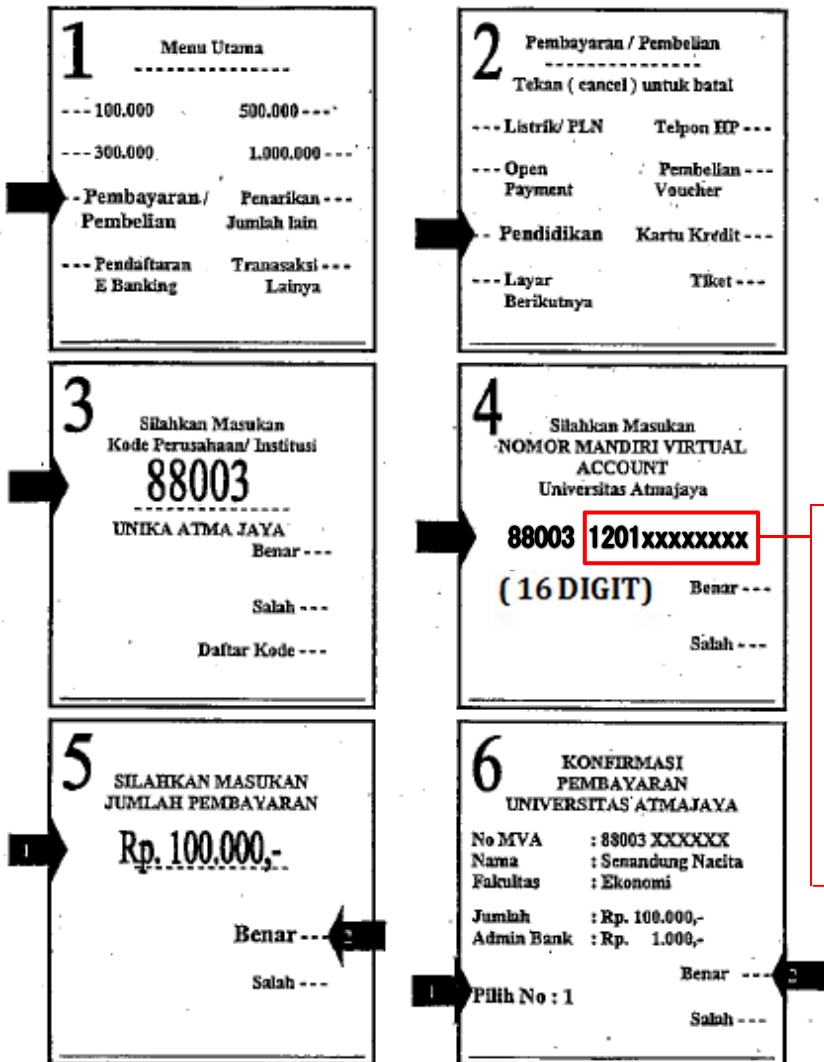
Setiap mahasiswa diberikan 2 (dua) nomor Virtual Account (VA) untuk melakukan pembayaran biaya kuliah yaitu :

- **VA Bank BCA:**
(kode perusahaan : 04325-12018XXXXXX [11 digit Student ID])
- **VA Bank Mandiri :**
(kode perusahaan : 88003-12018XXXXXX [11 digit Student ID])

Pembayaran Lunas Tidak Perlu melakukan Payment Plan
(Cukup Lihat tagihannya di: Main Menu-Campus finances-Account Inquiry -Charges due)

Pembayaran secara cicilan maupun lunas dapat melalui transfer bank langsung atau melalui ATM berikut ini:

Pembayaran Uang Kuliah ATMAJAYA Melalui ATM mandiri



PEMBAYARAN REK. VIRTUAL ACCOUNT via ATM BCA

Langkah-Langkah Transaksi via BCA Virtual Account

1. Masukkan Kartu ATM, lalu PIN anda
2. Pilih menu "Transaksi Lainnya"
 - Transfer - ke Rek BCA Virtual Account
3. Masukkan No BCA Virtual Account, pilih 'Benar'
 - 04325 1201xxxxxxx (16 DIGIT)**
4. Layar ATM akan menampilkan konfirmasi transaksi:
 - Pilih 'YA' bila setuju
 - Bila tidak ada pilihan 'Ya' / 'Tidak' :
Masukkan jumlah transfer, klik 'Benar' lalu klik 'Ya'

11 digit student id