

529 Plan Payer Experience

Payers initiating a withdrawal from certain state-based 529 plans have the option to send funds to MSU via ACH or check. ACH eligible 529 plans are listed in Appendix A. Plans not eligible for ACH must utilize a check payment.

- ACH payments may be initiated in the student portal or through the 529 plan portals directly. Cost: \$10 per payment request
(Note: Students may only enroll in the semester payment plan using the 529 payment option through the student portal. If optional AutoPay is selected, the student is only charged the \$10 fee once for the entire semester of automatic payments.)
- Check payments may only be initiated through the 529 plan portals. Cost: free for standard mail processing, ~\$25 for overnight shipping (cost may vary by plan)

Student Portal 529 ACH Payments

The payer experience example below is provided by our third-party provider so does not reflect MSU's unique branding. The overall process is the same. **Payments completed through the student portal post to the student account immediately.**

1. In the student portal, navigate to the Student Accounts tile and select Go to My Account. From the My Account Overview screen, select Make a Payment and choose the payment amount.

The screenshot shows the 'Step 1 of 3: Pay amount' screen in the Student Portal. The left sidebar contains navigation links: My Account, Overview, Activity Details, Promise to Pay, Make a Paym..., Transactions, Statements, Tax Forms, Help, and Sign Out. The main content area is titled 'How much would you like to pay?' and displays a table of balance items.

Description	Balance	Amount
☒ Uncheck all 1 of 1 selected		
☒ Account Balance	\$4,081.63	\$250.00
Total balance	\$4,081.63	
Pay amount		\$250.00
Remaining balance		\$3,831.63

At the bottom of the screen, there is a question: 'Would you like to pay for something else?'.

2. Enter requested billing information (payer name and phone number).

3. Select the payment method New 529 Savings Plan.

The screenshot shows the 'Make a Payment' interface. On the left is a sidebar with navigation links: My Account, Overview, Activity Details, Payment Plans, Make a Payment (highlighted), Transactions, Statements, Tax Forms, Help, and Sign Out. The main content area is titled 'Make a Payment' and shows 'Step 2 of 3: Payment method'. A message states: 'Need to enroll in a payment plan? Enrolling in a payment plan takes just a few minutes and can help you spread out payments on your education expenses. View payment plan options'. Below this, the question 'How would you like to pay?' is displayed. The 'Payment amount' is \$10,000. Under 'Payment method', there are four options: Mastercard3454 (with a red arrow pointing to it), New credit or debit card, New 529 Savings Plan, and International payment.

4. From the dropdown menu, select your 529 savings plan.

This screenshot shows the dropdown menu for selecting a 529 savings plan. The 'Payment amount' is now \$250. The dropdown list contains the following options: AK - Alaska 529, AK - John Hancock Freedom 529, AK - T. Rowe Price College Savings Plan, AR - Arkansas Brighter Future Direct Plan (highlighted with a red arrow), AR - Brighter Future Advisor Plan, AZ - Goldman Sachs 529 Plan, CA - ScholarShare 529, CO - CollegeInvest Direct Portfolio College Savings P, CO - Scholars Choice Education Savings Plan®, and DC - DC College Savings Plan. A 'Select...' option is at the bottom of the list.

5. Provide the 529 account number. You may select the check box to save the plan information for future use.

The screenshot shows the form for providing 529 savings plan details. The '529 savings plan name' dropdown is set to 'AR - Arkansas Brighter Future Direct Plan'. The '529 savings plan account number' field is empty and highlighted with a red box; a note below it says '11 characters'. The '529 service fee' is \$10.00, with a note: 'This fee will be deducted from your 529 plan account in addition to the requested withdrawal amount'. At the bottom, there is a checkbox labeled 'Save 529 savings plan for future use'.

6. Agree to the terms and conditions.

The screenshot shows the TRANSCACT + cbord interface. On the left is a sidebar menu with options: My Account, Overview, Activity Details, Promise to Pay, Make a Paym..., Transactions, Statements, Tax Forms, and Help. The main content area displays information about 529 Savings Plans, including a warning about service fees. A checkbox is checked, indicating agreement to the terms. Below this, there is explanatory text about the login process and payment limits. At the bottom right, there are 'Cancel' and 'Continue' buttons. A 'Secure encrypted payment' icon is visible at the bottom left of the main content area.

TRANSCACT + cbord

My Account
Overview
Activity Details
Promise to Pay
Make a Paym...
Transactions
Statements
Tax Forms
Help

529 Savings Plans may be used to process payments towards qualified education expenses such as tuition and fees. There is a 529 service fee associated with this payment method which will be deducted from your 529 plan account in addition to the requested withdrawal amount. The 529 service fee will be assessed for every one-time payment. If you set up a recurring payment plan, the 529 service fee will only be deducted the first time you make a payment from your 529 plan account. Using this 529 account payment method is an optional service. For additional 529 payment options, please visit your 529 plan's website.

☒ I have read and agree to the 529 savings plan terms and conditions.

Click on continue and you will be redirected to the 529 savings plan website where you will be asked to log in with your 529 savings plan account username and password.

After logging in, you will be able to review your account balance and choose to pay with your 529 savings plan or cancel to return and select a different payment method.

Only payments that are equal to or less than 90% of your 529 savings plan account balance will be permitted.

Secure encrypted payment

Cancel Continue

7. Upon clicking Continue, a window will open prompting you to log into your 529 plan with your username and password. The login screen will vary by plan. Once account login is verified, you will be returned to the service fee payment screen. Accept the service fee.

The screenshot shows a 'Service fee' window. It displays a service fee of \$10. A red arrow points to a checkbox that is checked, indicating agreement to the service fee. The text states that the transaction includes a non-refundable service fee of \$10.

Service fee

\$10

As part of your payment, you will be charged a service fee of \$10.

☒ I understand that my transaction includes a non-refundable service fee of \$10.

8. Upon clicking continue, the payment will be authorized. If authorized, the payment confirmation screen will appear.

The screenshot shows the 'Make a Payment' confirmation screen. It features a large green checkmark, the amount \$260, and a 'Thank you for your payment' message. Below this, it shows the remaining balance of \$4,081.63 and a note that the payment receipt #4414 was sent to the user.

TRANSCACT + cbord

My Account
Overview
Activity Details
Promise to Pay
Make a Paym...
Transactions
Statements

Make a Payment

☒

\$260

Thank you for your payment

You have a remaining balance of \$4,081.63

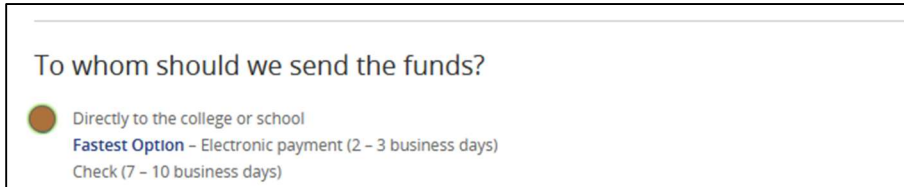
The payment receipt #4414 was sent to:

9. Payment will immediately be reflected on the student account.

529 Plan Portal ACH Payments

The example below shows the payer experience via MESP. Other plans may differ in presentation, but the overall concept will be similar. **ACH payments completed through the 529 plan portal post to the student account in 3-4 business days.**

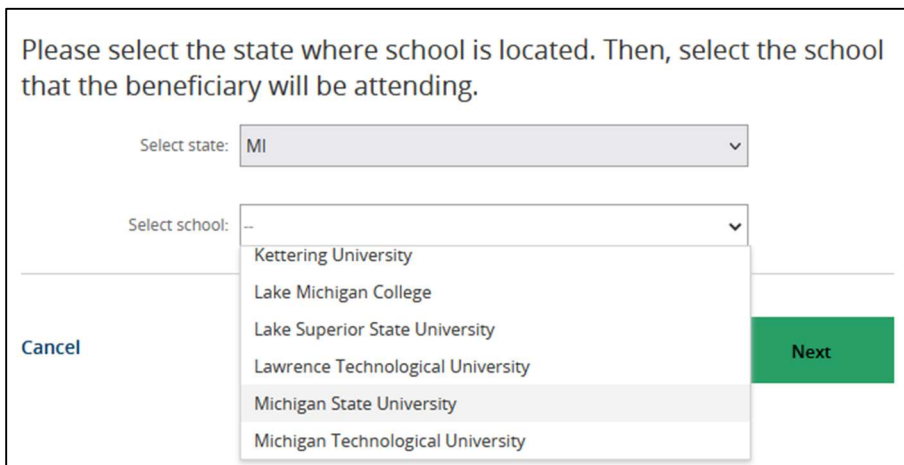
1. Log into your 529 portal and initiate a withdrawal from appropriate beneficiary account. Select the option to send the funds directly to the school.



To whom should we send the funds?

☒ Directly to the college or school
Fastest Option – Electronic payment (2 – 3 business days)
☐ Check (7 – 10 business days)

2. Select the state of Michigan, followed by the school Michigan State University.



Please select the state where school is located. Then, select the school that the beneficiary will be attending.

Select state: MI

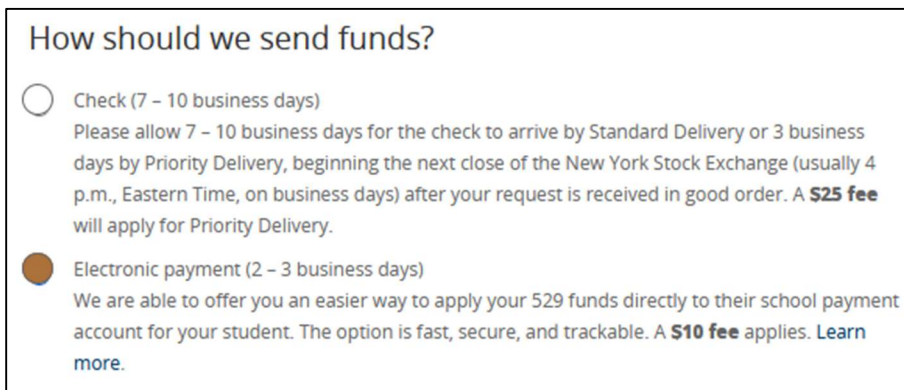
Select school: --

Cancel

Next

Kettering University
Lake Michigan College
Lake Superior State University
Lawrence Technological University
Michigan State University
Michigan Technological University

3. Select how to send the funds.



How should we send funds?

☐ Check (7 – 10 business days)
Please allow 7 – 10 business days for the check to arrive by Standard Delivery or 3 business days by Priority Delivery, beginning the next close of the New York Stock Exchange (usually 4 p.m., Eastern Time, on business days) after your request is received in good order. A **\$25 fee** will apply for Priority Delivery.

☒ Electronic payment (2 – 3 business days)
We are able to offer you an easier way to apply your 529 funds directly to their school payment account for your student. The option is fast, secure, and trackable. A **\$10 fee** applies. [Learn more.](#)

4. Select the withdrawal amount. Withdrawal amount is limited to 95% of the value of the account, regardless of which ACH payment method is selected (student portal or 529 plan portal).

Please note: Electronic payments to schools are only available for distributions up to 95% of the account's value.

You will not be able to make a distribution for the full value of your account at this time when making an electronic payment to the school. To account for potential fluctuations in the market, the distribution amount may not exceed 95% of your account value. This does not include the **\$10 fee** for electronic distribution to the school. You can make a full distribution by electronically depositing your savings into a bank account or by sending the funds via check.

5. Complete required fields (student ID). All other required fields will be prepopulated based on selections made on prior screens.

What are the details for this electronic payment?

Once your distribution is complete, your funds will be sent electronically to the college or university you selected. The payment will be delivered to the school in 2-3 business days. **Please allow additional time for the school to process and post to the student's account.** Please include the following required details for your transaction to begin.

Amount **\$1.00**

Mobile phone

Michigan State University required fields

Student ID

Last Name

First Name

6. Complete any additional confirmation screens.

529 Plan Portal Check Payments

The example below shows the payer experience via MESP. Other plans may differ in presentation, but the overall concept will be similar. **Check payments completed through the 529 plan portal with standard delivery speed are generally posted to the student account in 7-10 business days.** Check payments completed through the 529 plan portal with priority delivery speed are generally posted to the student account in 2-3 business days.

1. Log into your 529 portal and initiate a withdrawal from appropriate beneficiary account. Select the option to send the funds directly to the school.

To whom should we send the funds?

☒ Directly to the college or school
Fastest Option – Electronic payment (2 – 3 business days)
Check (7 – 10 business days)

2. Select the state of Michigan, followed by the school Michigan State University.

Please select the state where school is located. Then, select the school that the beneficiary will be attending.

Select state:

Select school:

- Kettering University
- Lake Michigan College
- Lake Superior State University
- Lawrence Technological University
- Michigan State University
- Michigan Technological University

3. Select how to send the funds.

How should we send funds?

☒ Check (7 – 10 business days)
Please allow 7 – 10 business days for the check to arrive by Standard Delivery or 3 business days by Priority Delivery, beginning the next close of the New York Stock Exchange (usually 4 p.m., Eastern Time, on business days) after your request is received in good order. A **\$25 fee** will apply for Priority Delivery.

☐ Electronic payment (2 – 3 business days)
We are able to offer you an easier way to apply your 529 funds directly to their school payment account for your student. The option is fast, secure, and trackable. A **\$10 fee** applies. [Learn more.](#)

4. Select delivery speed, enter student ID and name in the check memo line, and enter the MSU delivery address noted on the billing statement.

Delivery speed:	Standard	▼
Check Memo:	student ID, student name	
You will need to enter your schools information below. Some schools have multiple mailing addresses. Make sure you enter the right address for your payment.		
School Name:	Michigan State University	
Address 1:	Student Accounts	
Address 2:	426 Auditorium Rd Room 110	
City:	East Lansing	
State:	MI	
Zip:	48824	-

5. Complete any additional confirmation screens. Payment will not be applied until received. Please allow 7-10 business days for standard mail delivery and processing and 2-3 business days for priority mail delivery and processing.

Appendix A: Eligible 529 Plans

Eligible plans are determined by our third-party provider in conjunction with the 529 plans. Additional plans may become eligible in the future.

PLAN NAME	STATE
John Hancock Freedom 529	AK
T. Rowe Price College Savings Plan	AK
Arkansas Brighter Future Plan	AR
iShares 529 Plan	AR
Goldman Sachs 529 Plan	AZ
ScholarShare 529	CA
CollegeInvest Direct Portfolio College Savings Plan	CO
Scholars Choice 529 Plan	CO
DC College Savings Plan	DC
Path2College 529 Plan	GA
HI529 Hawaii's College Saving Program	HI
ISave 529	IA
IDeal Idaho College Savings Program	ID
Bright Start 529 Plan	IL
Indiana529 Direct Savings Plan	IN
Indiana529 Advisor Savings Plan	IN
Learning Quest Advisor	KS
Learning Quest Education Savings Program	KS
KY Saves 529 Plan	KY
Maryland College Investment Plan	MD
MI 529 Advisor Plan	MI
Michigan Education Savings Program (Direct Plan)	MI
Minnesota College Savings Plan	MN
Missouri Saving for Tuition	MO
Achieve Montana	MT
North Dakota: College SAVE	ND
Franklin Templeton's 529 College Savings Plan	NJ
NJBEST 529 College Savings Plan	NJ
Scholar's Edge	NM
The Education Plan	NM
Future Path 529 Plan	NV
CollegeAdvantage Direct 529 Savings Plan	OH
Oklahoma College Savings Plan	OK
CollegeBound 529	RI
CollegeBound Saver	RI
TNStars College Savings 529 Program	TN
WA529 Invest	WA
Edvest College Savings Plan	WI
SMART529 Select College Savings Plan	WV
SMART529 WV Direct College Savings Plan	WV
The Hartford SMART529 College Savings Plan WV	WV

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