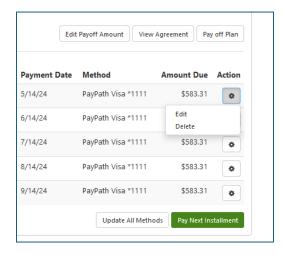
## **Editing the Plan Amount on a Payment Plan**

Changing the payment plan amount may be needed if you receive additional aid, a late scholarship or even make a payment as a regular payment not to the payment plan. To Edit the Plan is super EASY! for a scheduled installment payment is done under Payment Plans, however you must have the new (or other) payment method saved in your Payment Profile to make a change.

## MyKU > Student Account card > Payment Dashboard > Payment Plans > click on the plan

- 1. Click on Edit Payoff Amount
- 2. Enter the new amount
- 3. SAVE



You will then see the amounts due update to the new amount per payment.

