

One Washington Square, San José, CA 95192-0138

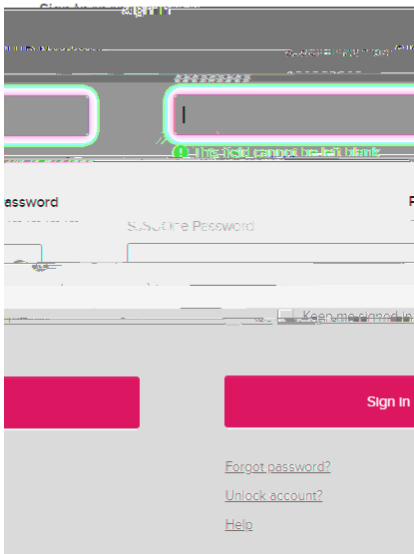
Overview

Follow the instructions below to enroll in the housing installment payment plan. A \$35 fee will be added to the overall balance when you opt-in to this plan.

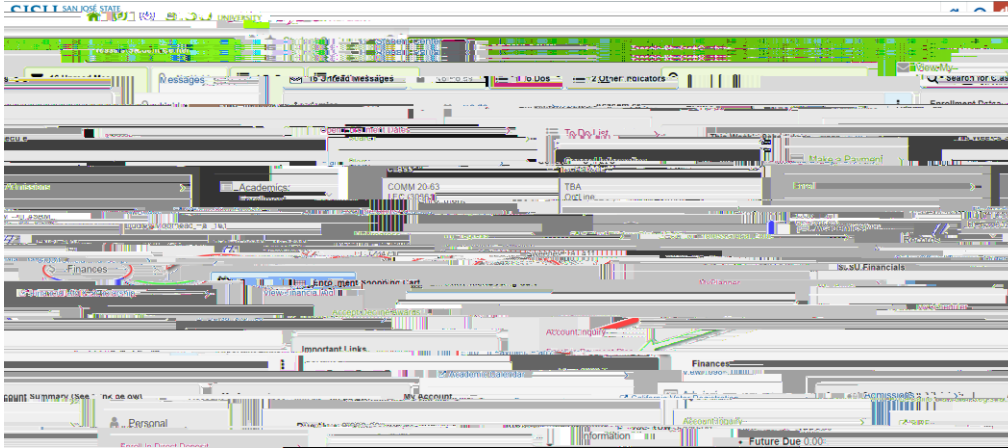
1. Go to <https://one.SJSU.edu>

2. Select the MySJSU application  (type in the search bar if necessary)

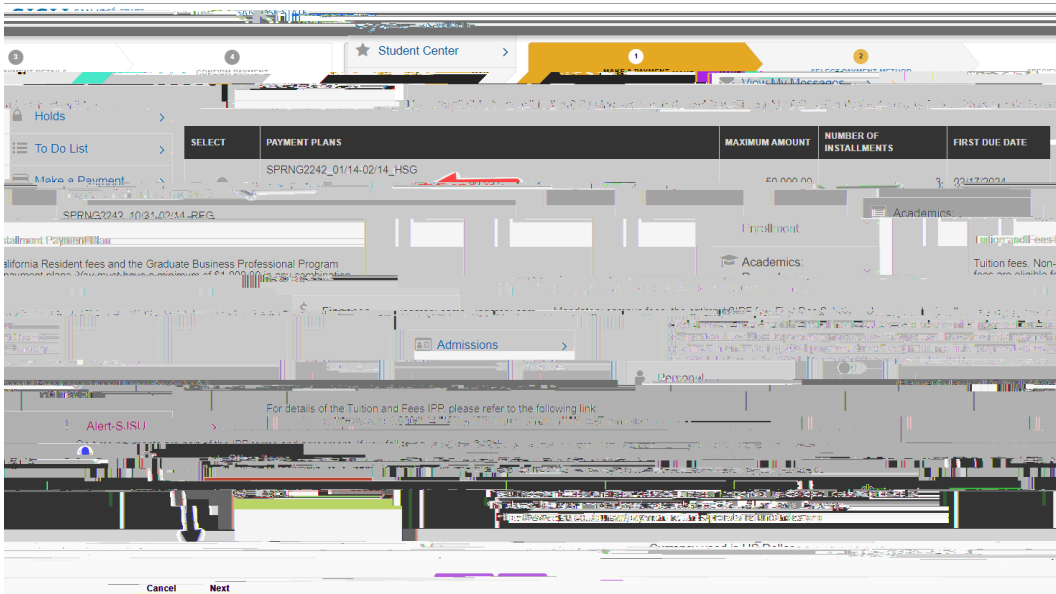
3. Log in using your SJSU ID number and password (the [DUO app](#) is required)



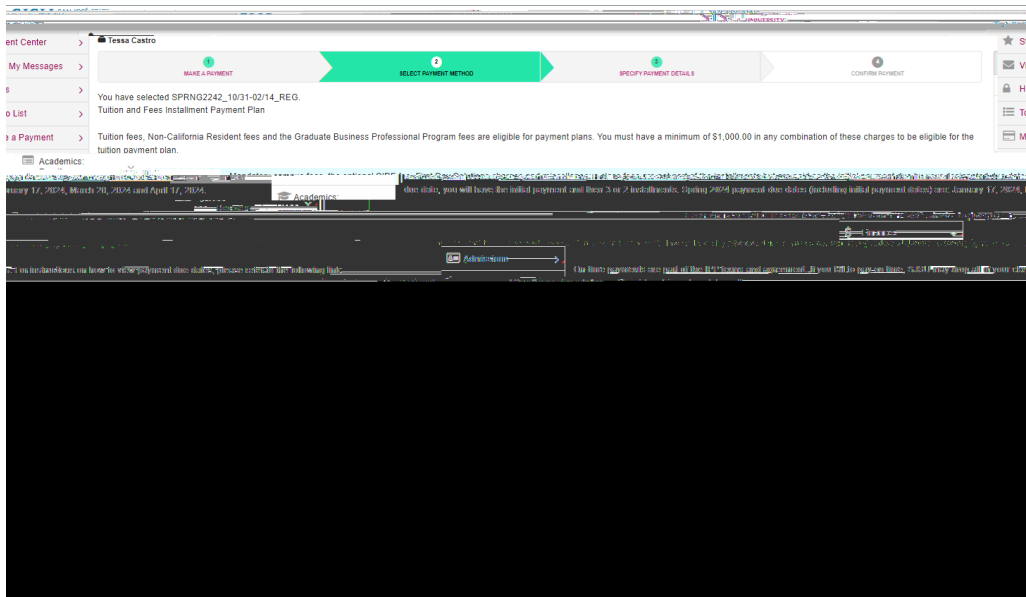
- When your Student Center opens, on the left-hand menu, release the drop-down beside **Finances** and select **Enroll in Payment Plan**.



- Select the first radio button for the housing IPP and click **next**.

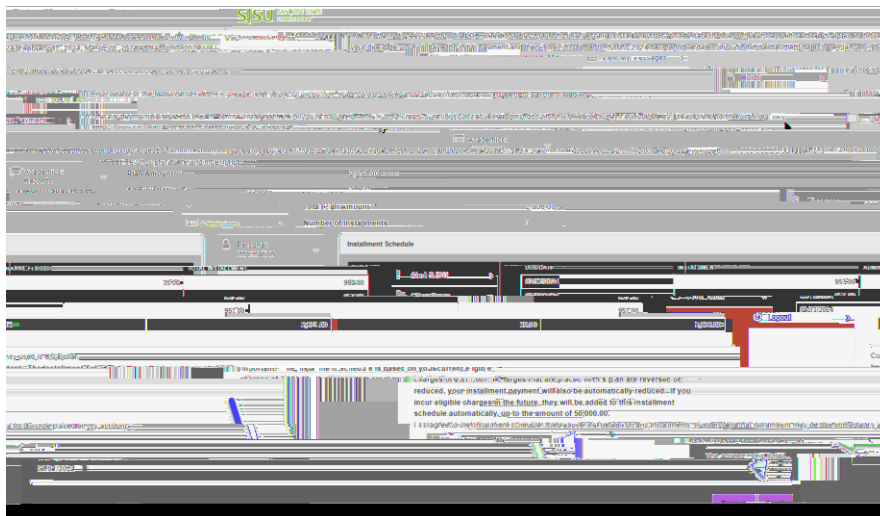


- Review the installment plan details: the eligible charges, the initial payment, the number of installments,



and payment due dates. Click **next**.

- Review the details once more, tick the box **Yes, I have read the agreement** to indicate your agreement, then click **Enroll**.



- If you wish to select the other installment payment plan, click previous to repeat steps five through eight.
- Congratulations, you have enrolled in the installment payment plan.