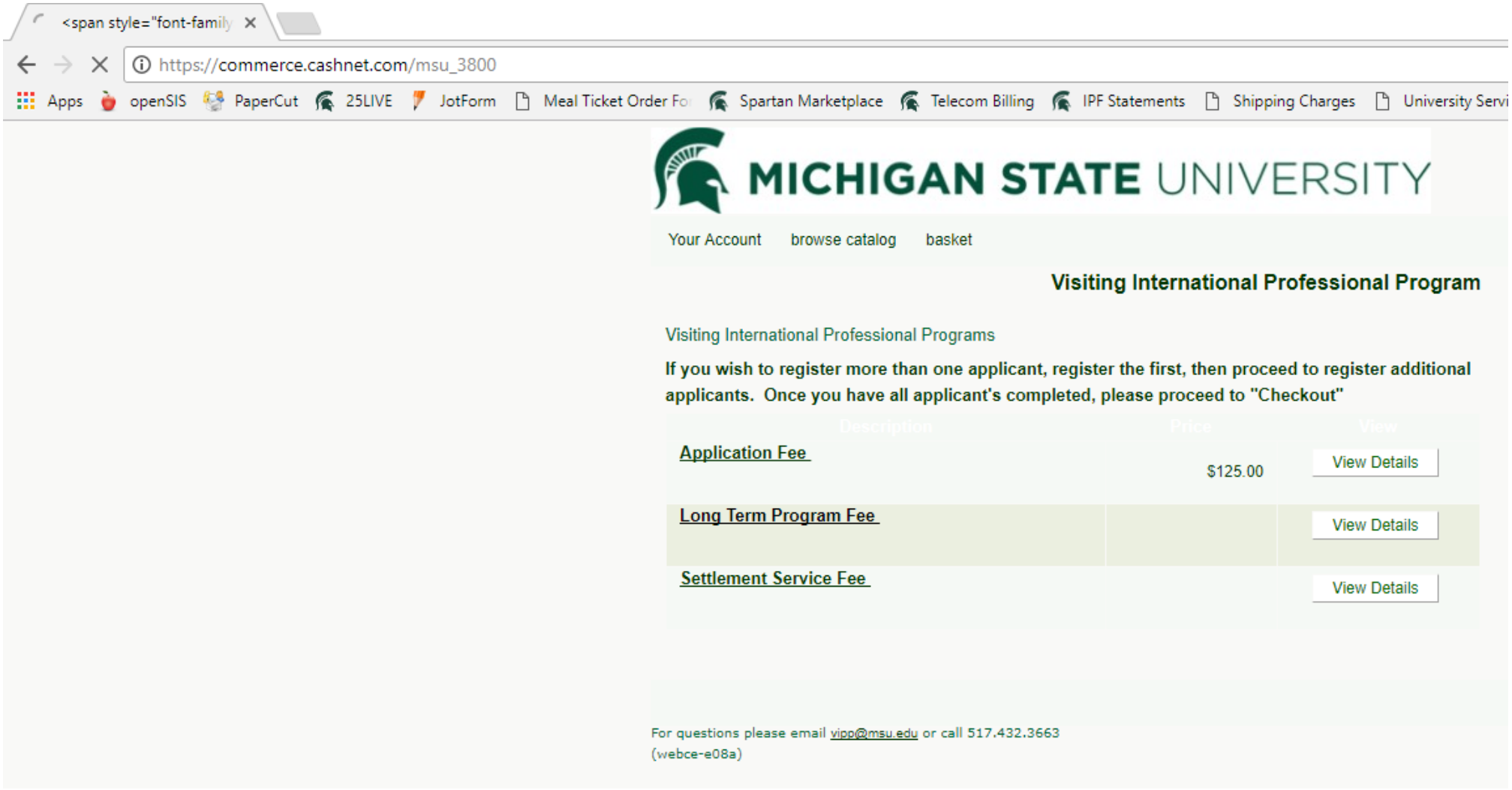
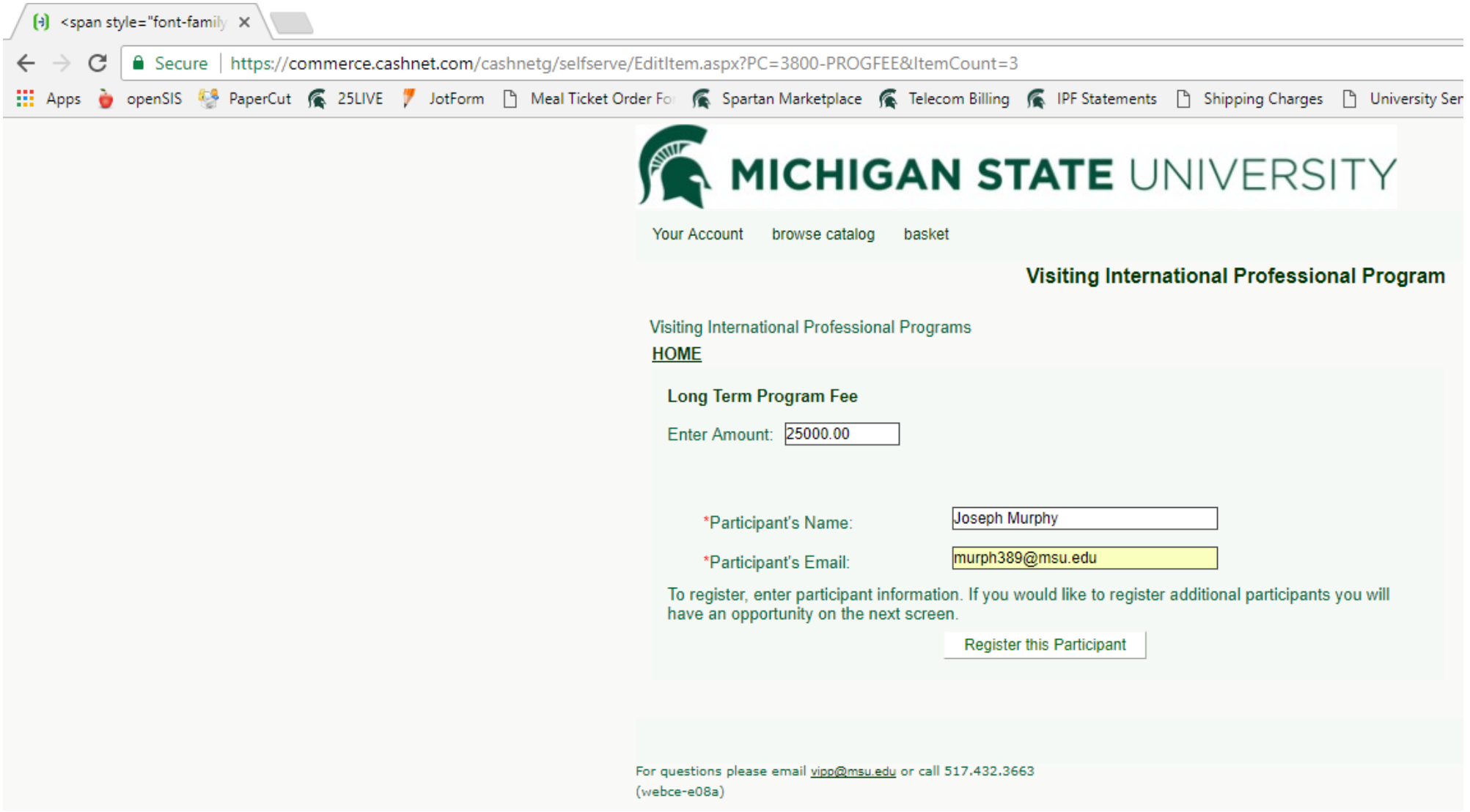


1. Go to the VIPP Cashnet Website (https://commerce.cashnet.com/msu_3800

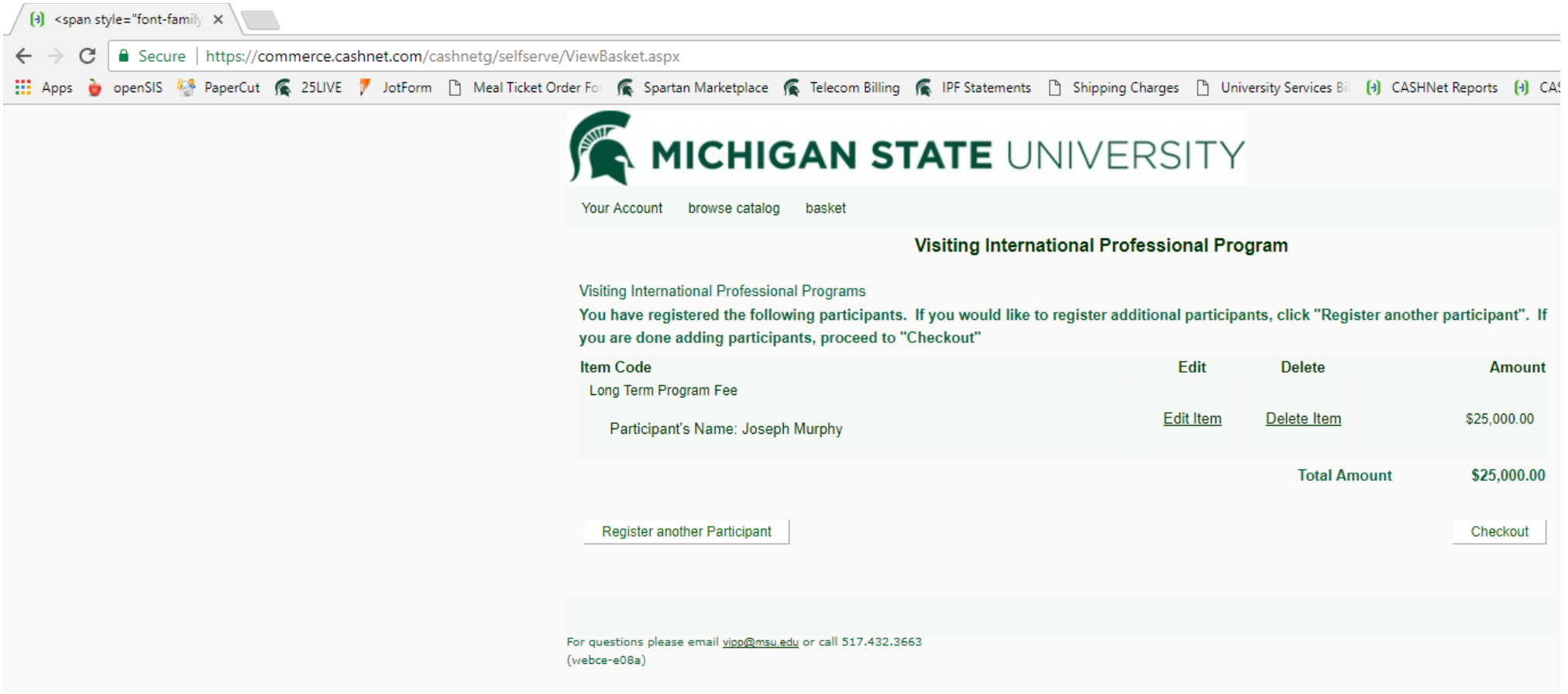
2. Find and click the VIPP Long Term Program link under "Categories" on the right side of the Cashnet Website



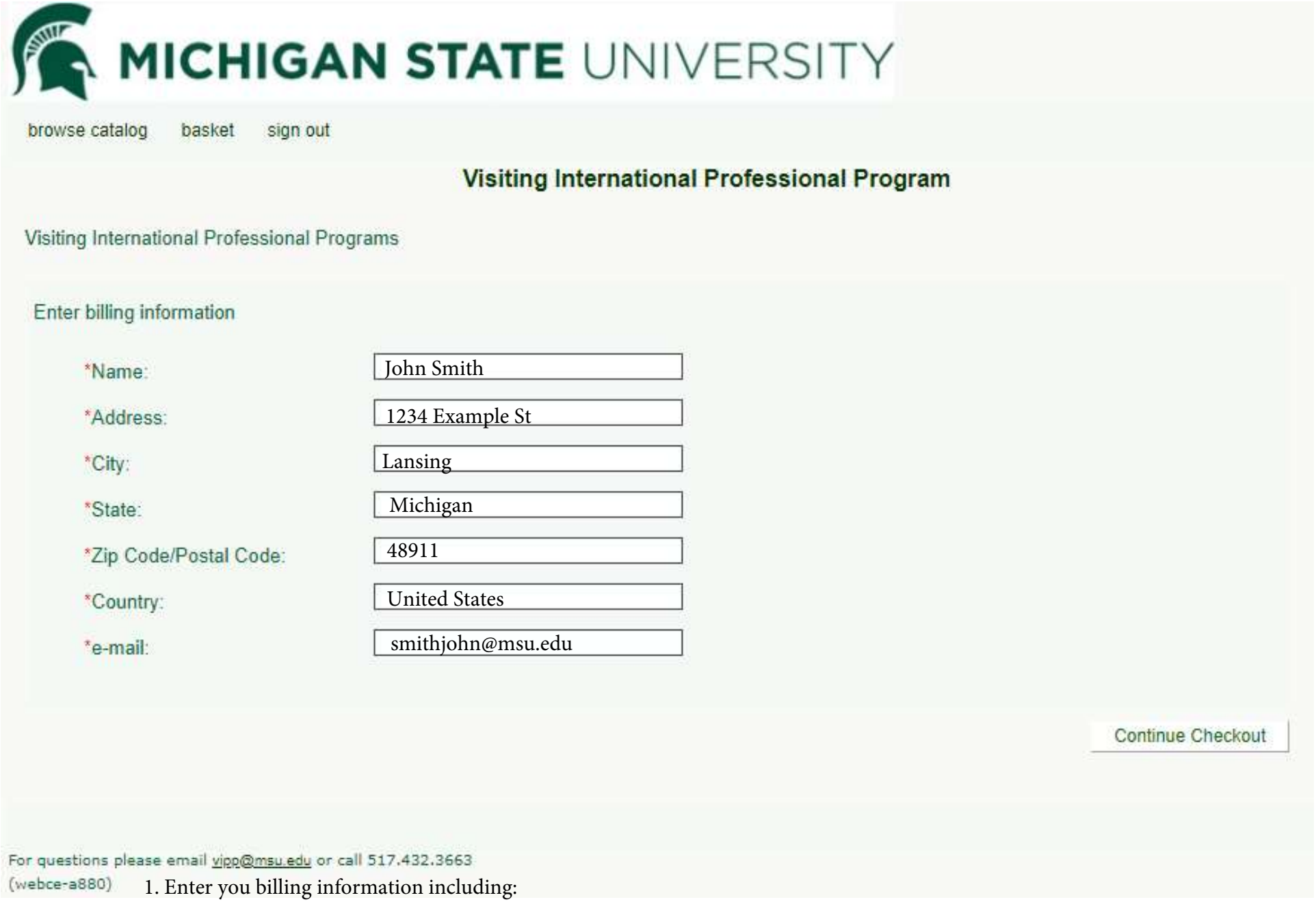
1. Choose which Fee you'd like to pay:
    a. Application Fee (Fixed fee of $125)
    b. Long Term Program Fee (Customizable $ amount field, as fee varies)
    c. Settlement Service Fee (Customizable $ amount field, as fee varies)



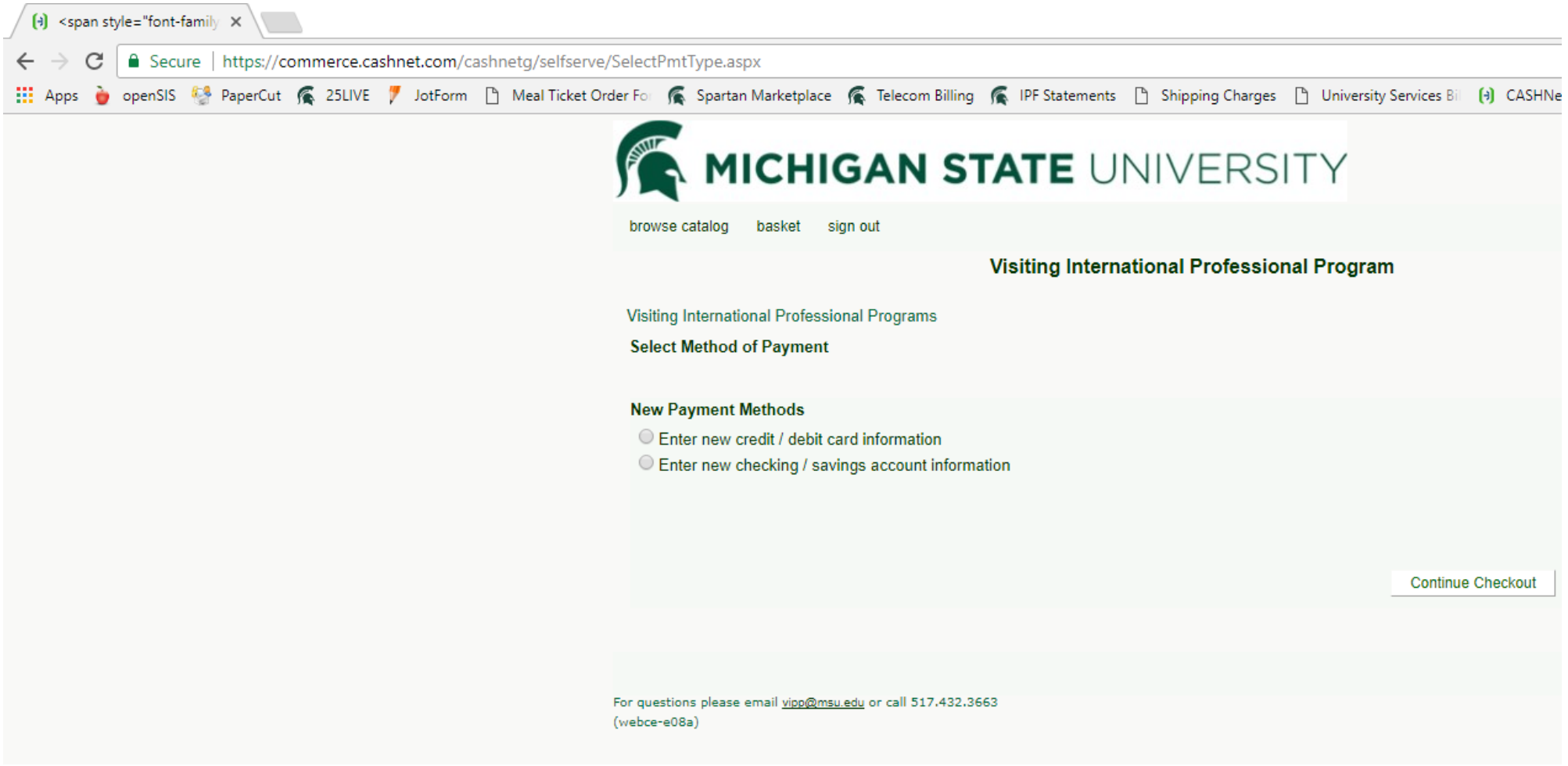
1. Enter the Amount you're paying
2. Enter VIPP Participant's Name
3. Enter VIPP Participant's Email
4. Click Register this Participant



1. (Optional) If you'd like to make 2 payments under this transaction you may click "Register Another Participant"
2. Review that the Amount and Participant's Name are correct, otherwise you may "Edit Item" to fix any mistakes
3. Click Checkout



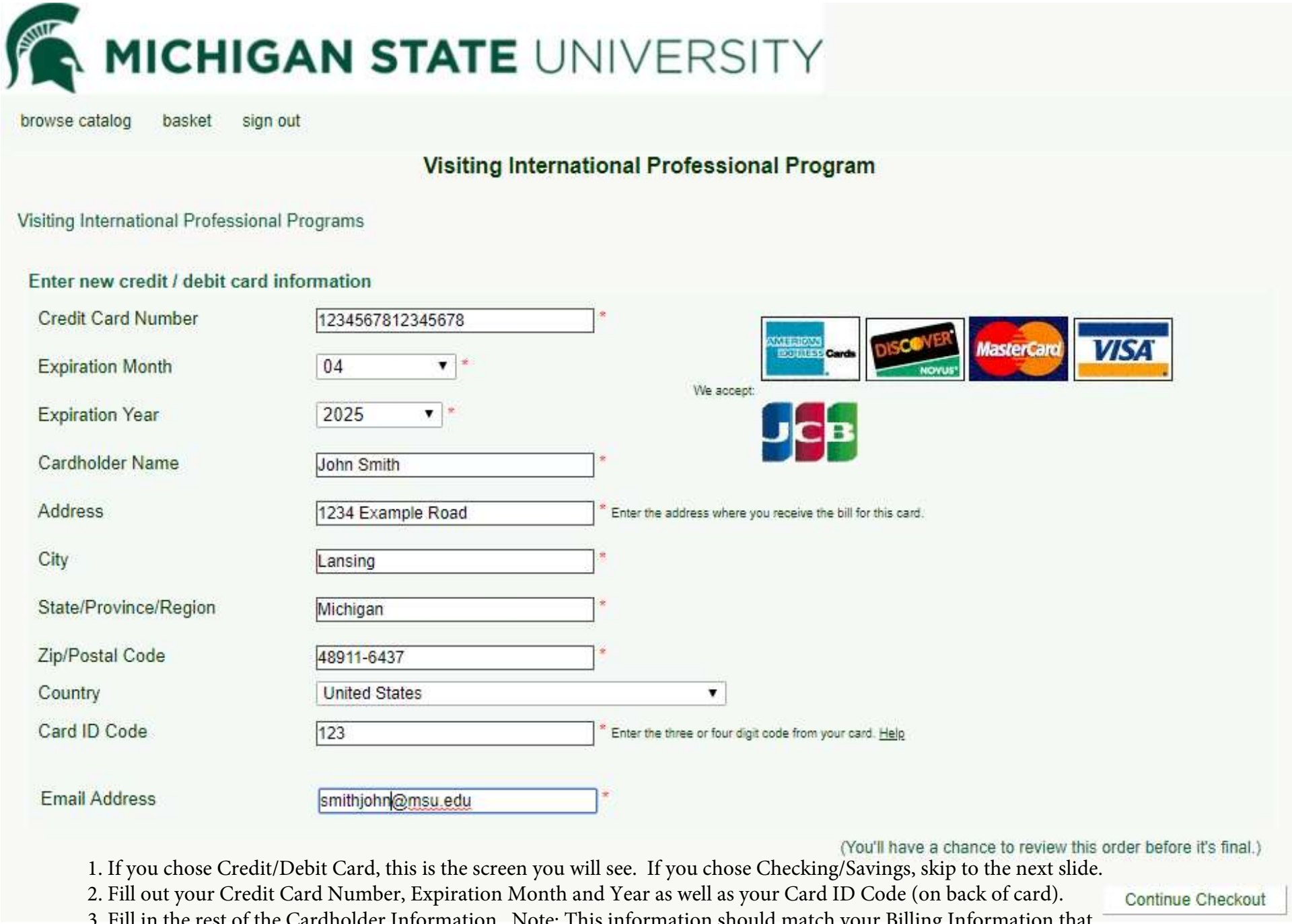
1. Enter you billing information including:
    a. Name on the credit/debit card or checking/savings bank account
    b. Address (House number and road/street of the card or bank account holder)
    c. City, State (Province), Zip Code/Postal Code and Country
    d. Email you'd like the receipt sent to
2. Click "Continue Checkout" to continue.



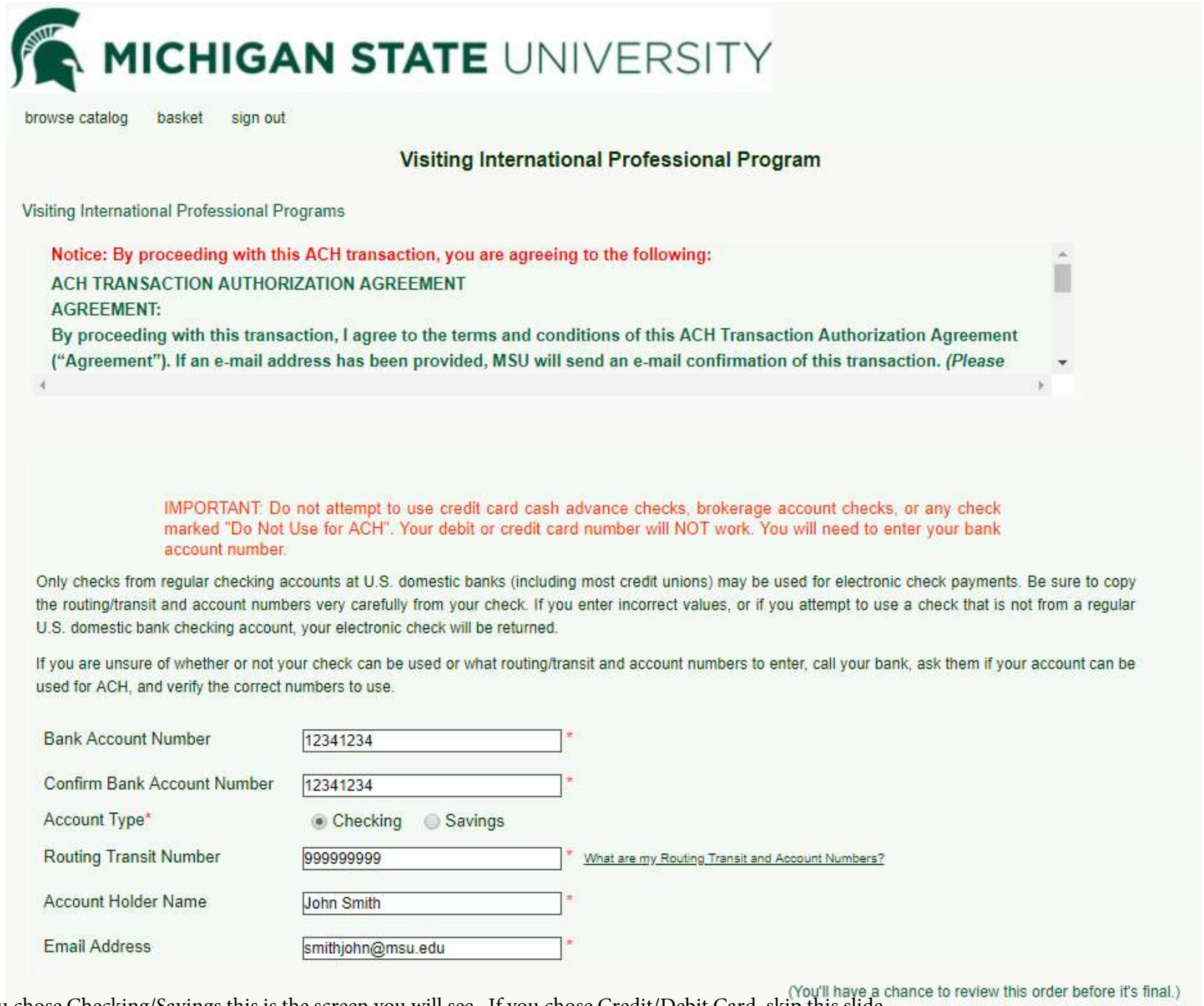
Here you have two options:

1. For paying with credit or debit card, select “Enter new credit / debit card information”
2. For paying through bank account (checking or savings), select “Enter new checking / savings account information”

3. Then, select “Continue Checkout”

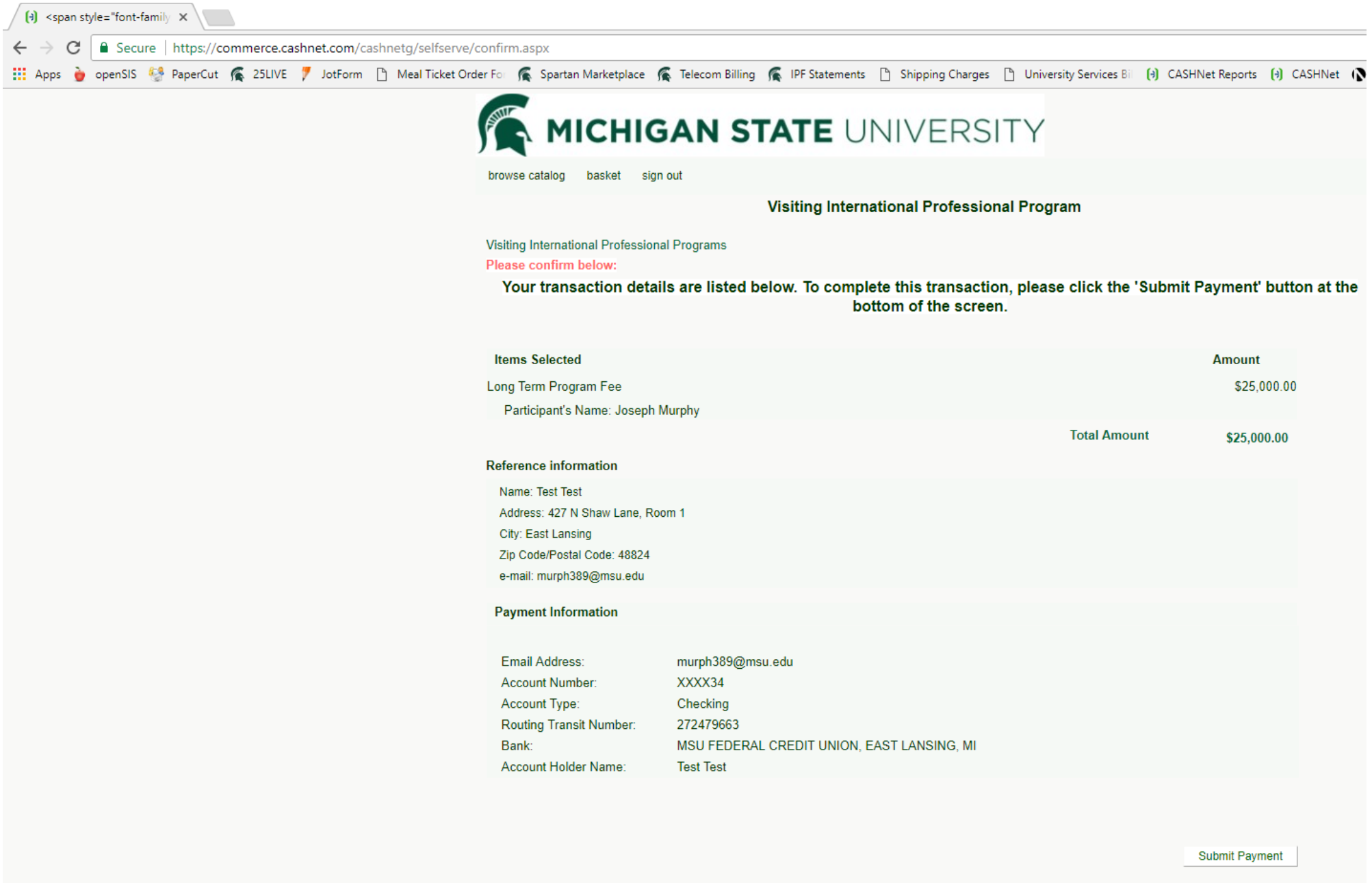


1. If you chose Credit/Debit Card, this is the screen you will see. If you chose Checking/Savings, skip to the next slide.
2. Fill out your Credit Card Number, Expiration Month and Year as well as your Card ID Code (on back of card).
3. Fill in the rest of the Cardholder Information. Note: This information should match your Billing Information that you previously filled out on slide #5.
4. Click "Continue Checkout" to proceed.
5. You will be taken to a "Final Review" screen where you will verify that all information is correct before submitting payment.



1. If you chose Checking/Savings this is the screen you will see. If you chose Credit/Debit Card, skip this slide.
2. Fill out your Bank Account Number, Confirm Bank Account Number, Select Account Type (Checking or Savings), Fill in your Routing Transit Number and the Account Holder Name. Lastly, enter the Email Address you'd like the receipt sent to.
4. Click "Continue Checkout" to proceed.
5. You will be taken to a "Final Review" screen where you will verify that all information is correct before submitting payment.

The fi



The Final Review screen

1. If everything looks correct, click “Submit Payment”
2. You are then notified whether your payment was “accepted” or “denied”. Once accepted, the receipt will automatically email to the email you provided. You also have an option to print the receipt as well as provide another email to send the receipt to.