

Create Payer Distributions

Last Modified on 09/24/2025 1:18 pm CDT

If there are multiple payers or different payment arrangements when assigning tuitions, such as split households, you can add additional payers using the 'Add Payers Distribution' button. Once you save your changes, the assigned tuition details for each payer will be visible in the student's tuition information.

Tuition 

Abegg, Dylan V  Student #: 171900001 Grade: 11 DOB: 09/15/2008 Counselor: Joy Counselor       

[Student Information](#) > [General](#) > [Tuition](#)

[Related Tools](#) 

25-26 HH 25-26 - Millie Abegg

Debits:	\$5,750.00	Due Date:	10/05/2025
Credits:	\$0.00	Current Amount Due:	\$575.00
Balance:	\$5,750.00	Amount Past Due:	\$1,150.00
		Total Amount Due:	\$1,725.00

Transaction Date	Transaction Type	Description	Debit	Credit	Actions
09/16/2025	Tuition	High School Tuition	5,700.00	0.00	Edit
09/16/2025	Payment Plan Fee	10 Monthly Payments	50.00	0.00	

25-26 HH 25-26 - Donald Abegg

Debits:	\$7,000.00	Due Date:	02/28/2026
Credits:	\$0.00	Current Amount Due:	\$3,500.00
Balance:	\$7,000.00	Amount Past Due:	\$3,500.00
		Total Amount Due:	\$7,000.00

Transaction Date	Transaction Type	Description	Debit	Credit	Actions
09/16/2025	Tuition	High School Tuition	7,000.00	0.00	Edit

[Assign Tuition](#) [Assign Discount](#) [Assign Scholarship/Grant](#) [Make Payment](#) [Make Adjustment](#) [Print](#)

Assign a Tuition with Payer Distribution

Once a tuition has been selected, the student's primary guardians will auto-populate within the Payers field.

Student Information > General > Tuition

Related Tools ▾

25-26 Tuition Assignment

Payer Distribution

Tuition Amount (Required)	Payment Plan (Required)	Payers (Required)
5,700.00	10 Monthly Payments	Millie Abegg <input type="button" value="X"/> <input type="button" value="Clear"/>
<input type="button" value="Remove"/>		
Tuition Amount (Required)	Payment Plan (Required)	Payers (Required)
7,000.00	2 Semi-annual Payme... <input type="button" value="▼"/>	Donald L Abegg <input type="button" value="X"/> <input type="button" value="Clear"/>
<input type="button" value="Remove"/>		

Add Payers Distribution

1. Select a student from the Search.
2. Click **Assign Tuition**.
3. Select an option from Tuition. The tuition prices will show in the Tuition Amounts field, and the Tuition Amount, Payment Plan, and Payers fields under Payer Distribution will auto-populate.
4. For each payer, enter a Tuition Amount, Payment Plan, and Payer.
5. For additional payers with differing Tuition Amounts and Payment Plans, click **Add Payers Distribution** and enter values in each of the fields.
6. Click **Save**.