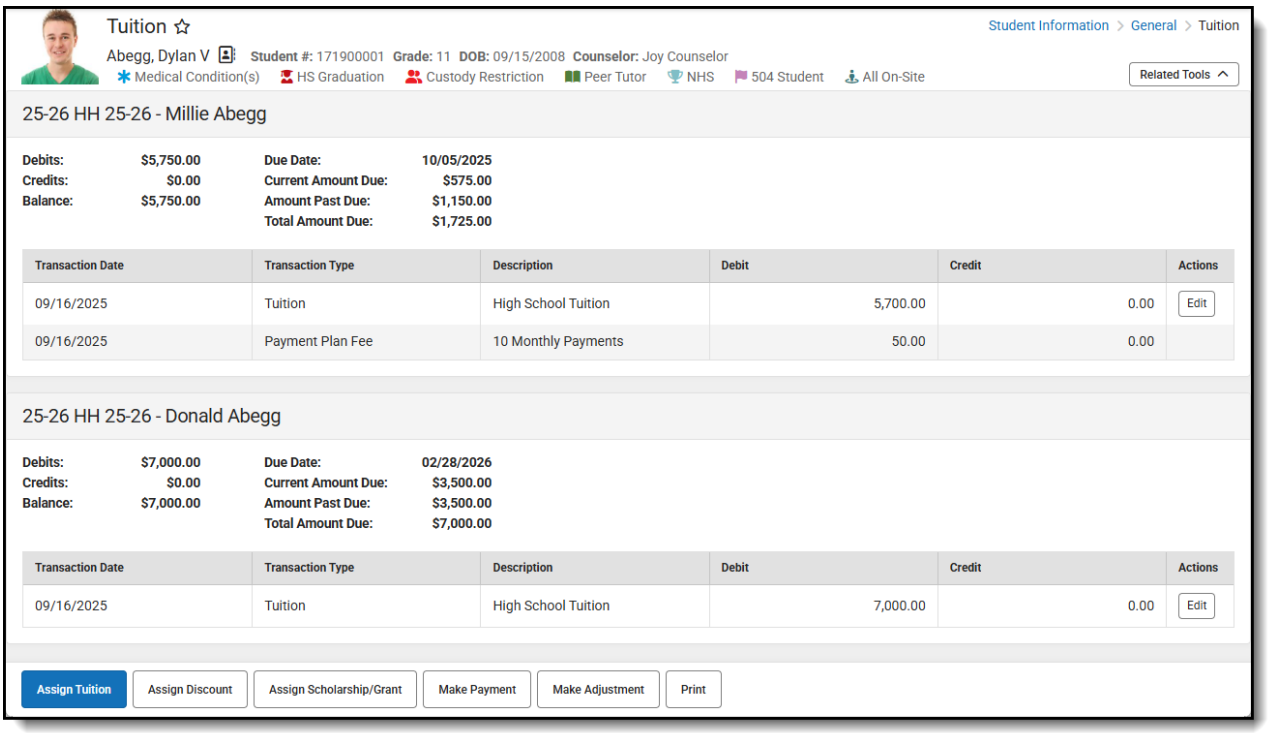
Create Payer Distributions

Last Modified on 07/02/2026 10:52 am CDT

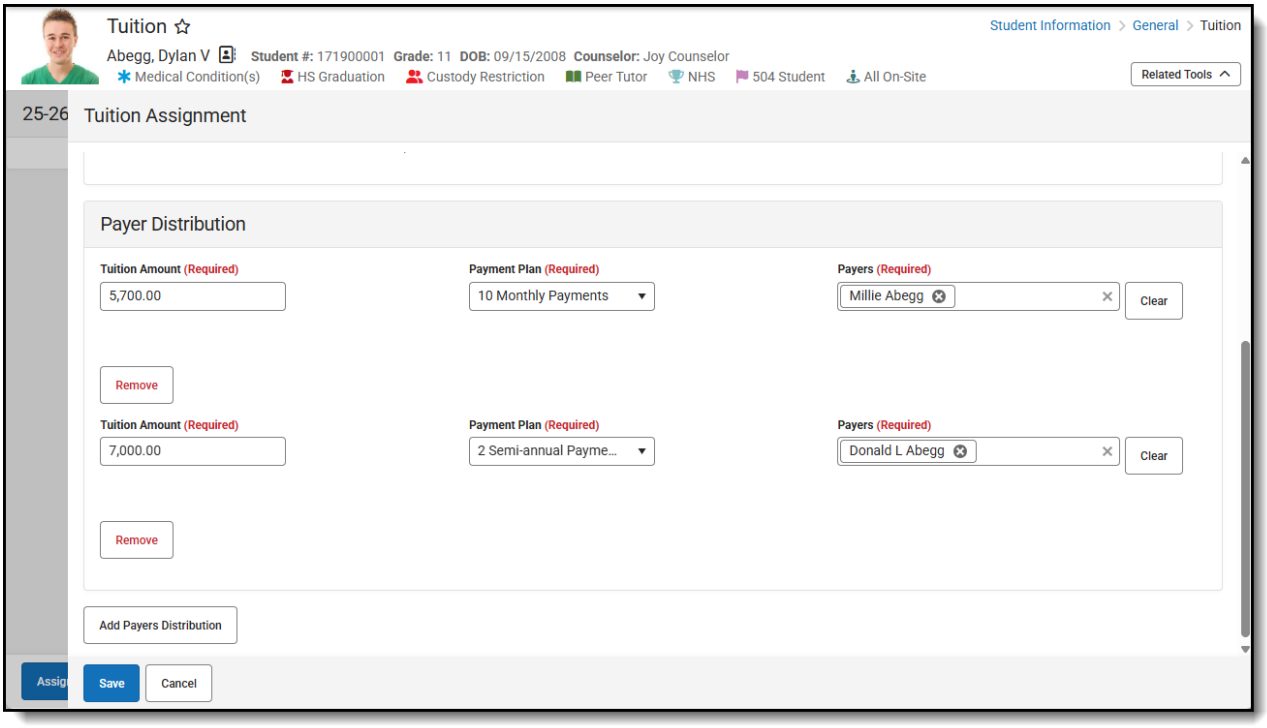
Tool Search: Tuition

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.



Assign a Tuition with Payer Distribution

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



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**.