

## Payment Schedule: 3-Week Spanish Immersion 2016

Date	Amount	Payment	Made to
<i>See School Contact</i>	\$350	Program Deposit	YES
January 15, 2016	\$1,000	Program Payment	YES
February 2016	NA	Flight Purchase	Travel Agency
March 31, 2016	\$1,000	Program Payment	YES
May 15, 2016	\$645	Program Payment	YES
<b>Total</b>	<b>\$2,995</b>		

### Making Payments

The Program Deposit and following Program Payments are made on the YES website. To make a payment:

1. Log into your personal YES account by clicking on “my account” and entering the username (email) and password you created upon registering for the program. If you have trouble logging in or have forgotten your username or password, simply write to: [info@yesinspain.com](mailto:info@yesinspain.com), including your full name and name of the program in your message.
2. Click on “See my payments” under the “Programs and Payments” heading.
3. Click on the blue button under “See payment calendar”.
4. To make a payment, click the blue “Pay” button and continue with desired payment amount and your VISA, MASTERCARD or PayPal account information.

**Please Note:** When logged into your personal account, you will see a payment calendar with specific amounts and dates as well as the total amount owed and the date of the final payment. If the payment calendar says that you are late for a payment you already made, please ignore it and continue with the next payment. If you have any doubt that a payment did not go through, simply write to [info@yesinspain.com](mailto:info@yesinspain.com).

### I have tried to pay but have gotten an error message. My credit card works elsewhere; What might be the problem and what should I do?

There are cases from time to time of cards being initially rejected. Here are some tips to avoid potential problems, and instructions on how to proceed if your payment does not go through:

- The system only accepts VISA and MASTERCARD credit cards. Please be sure to pay with one of these cards.
- YES is based out of Seville, Spain and your program payments are going to YES. Before attempting program payments, call your credit card company to inform them about the nature of the payments. Card companies have recently increased automatic security features which can block such transactions before they even go through. Inform your card company of the INTERNATIONAL TRANSACTIONS you will be making to YES, an organization in Spain, over the next few months.
- Some cards have special codes for such purchases as an additional security measure. This is separate from the 3-digit code you see on the back of your card. If the system asks for an additional security code, you will need to obtain it from your card company.
- Some banks will reject such payments even with additional security measures. If this is the case, please proceed by making payments through a PayPal account.
- If you have addressed all above issues and are still having trouble, please write to [info@yesinspain.com](mailto:info@yesinspain.com) or call the YES Phone at (219) 226-6468 to follow up with an alternative payment option.

Please note that some credit cards may charge a fee for international transactions. YES payments are made in USD, so most cards do not charge an international transaction fee. Still, we recommend you review the conditions of your card(s) and consult your credit card company about international transactions made in USD before choosing a credit card.