Changing the Payment Method on a Payment Plan

1. After logging into Goldlink, Select the “Enroll in Payment Plan” link under “My ACCOUNT PROFILE” in the “Account” menu.

2. You will be transferred to the “Payment Plans” menu.
3. You should see the payment plan installments listed on this webpage. (See Example Below)
4. Decide which payment to modify and then select the gear icon displayed for that row in the “Action” column.

5. Then the “Edit” option will appear. Select “Edit”.

6. This will allow you to change the scheduled payment.

7. Select a payment method in the “Method” drop down menu.

8. An “Update PayPath method” button will appear, select the “Update PayPath method” button and then follow the required steps to enter a new payment method.