

## Introducing Enhanced Payments

Certemy is rolling out its newest set of features related to the Credential Fee Step. The new functionality enables Organizational Administrators to have far greater control over how to set up payments from Professionals.



### Organizational Administrators will have the following capabilities within the updated Fee Step functionality:



Set the past due date, grace period, and late penalty

**Fees**

Payment Amount, \$

Dynamic Fee Form

Upload of prior receipt is acceptable (Professional will be able to upload receipt to complete the step and will not need to pay)

**Apply late fee if step past due?**

Yes    Amount     Grace Period (days)

[CLOSE](#) [SAVE](#)



Set fee multiples and optional line items

**Dynamic Fee Form**

Order	Name	Type	
	Workshops A	Regular Price	<input type="text"/>
	Item Description	Item Price	
Item 1	Class A	\$100.00	<input type="text"/>
Item 2	Class B	\$100.00	<input type="text"/>
Item 3	Class C	\$100.00	<input type="text"/>

[Add Item](#)



Set a specified discount rate for fee items

Item 2	Class B	\$100.00	<input type="text"/>
Item 3	Class C	\$100.00	<input type="text"/>

[Add Item](#)

Order	Name	Item Price	Discount % Rate	
	Workshops B		Discounted Price	<input type="text"/>
	Item Description	Item Price	Discount % Rate	
Item 1	Class A	\$100.00	50%	<input type="text"/>
Item 2	Class B	\$100.00	50%	<input type="text"/>
Item 3	Class C	\$100.00	50%	<input type="text"/>

[Add Item](#)