

Student Center

You will access the **Student Center** to view the **Finances** area.

1. Click **Student Center**



You may need to expand the Finances area by clicking the green arrow to the left of Finances.

2. Click **make a payment**
3. Enter the amount you would like to pay in the **Payment Amount** field
4. Click **Next**
5. Click **Pay By E Check**
6. Use the dropdown arrow to select **Electronic Check**
7. Complete all of the fields with a * green asterisk.



The routing number is a 9-digit bank number which appears at the bottom of a check.

8. Click **Continue**
9. Verify the information you entered
10. Read the **Terms and Conditions**
11. Click the checkbox next to **I agree to the terms and conditions**
12. Click **Agree & Continue**

You will receive a confirmation screen with a receipt. Please print for your records.