

How do I make a payment?

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How to make a tuition payment

You have a two options for making tuition payments towards your account balance, see below:

Through your Student Portal:

1. Select the **My Account and Financial Aid** tab

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2. Click the **Pay My Tuition** button on the next page.
3. Click the **Make a Payment** button at the top or bottom of the screen.
4. In the payment portal, click **Make a Payment** button at the top or bottom of the screen.
5. To make a payment less than the full amount, update the number in the **Amount** box. Then click **Continue** at the bottom of the screen and follow the steps to submit your payment.

Home / My Account and Financial Aid / Account Details

Student Tuition Balance

[Make a Payment](#)

Student Number	First Name	Last Name	Past Due	Current Balance
101225	Student	Test	N	2,200.00

- Once you are in the CashNet payment portal, click on 'Make a payment'.

Overview

Student Test
Colorado State University-Global Campus

Balance
\$2,200

Summary [View statements](#)

Account Balance (Fall 2020 8 Week Session D)	\$100.00
Account Balance (Spring 2021 8 Week Session B)	\$2,100.00
Credit By Exam (Credit By Exam)	\$750.00
Total	\$2,950.00
Credit Balance ⓘ	-\$750.00
Balance	\$2,200.00

Payment plans [View](#)

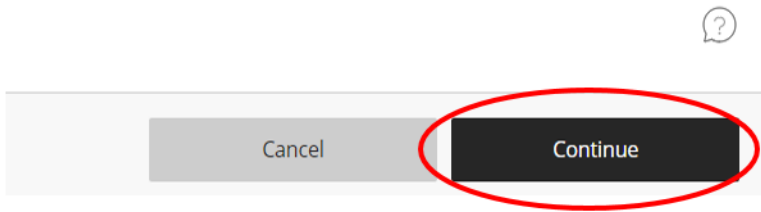
[Make a payment](#)

- This will bring you to the *Make a Payment* screen.

- Outstanding balances are separated by term. Scroll through the balances and type in the amount you wish to pay.

- Full or partial payments can be made using a credit card or EFT/ACH.

- Once the payment amount is correct, click on the Continue button in the bottom right corner.



If using a credit card, please enter the fields below. **Please note:** There is a **2.85% processing fee** when paying with a credit or debit card. If using another form of payment, enter "N/A" in these fields to move forward.

If using direct electronic payments from a checking or savings account (ACH Payment), select the "New Bank Account" option when making your payment. Information can be saved in your account for future payments, if desired. **There is no fee processing fee when making an ACH payment.**

Note: When prompted to verify the name & address for your card, please enter "N/A" to move through to the next screen.

A screenshot of the 'Make a Payment' web interface. The page title is 'Make a Payment'. On the left is a navigation menu with options: My Account, Overview, Payment Plans, Make a Payment (highlighted), Transactions, Statements, Help, and Sign Out. The main content area is titled 'Additional information' and contains two input fields. The first field is labeled '* Billing address if paying with a credit card' and is empty. The second field is labeled '* Name on card for credit card payment' and is also empty. At the bottom right, there are 'Cancel' and 'Continue' buttons.A screenshot of the 'Make a Payment' web interface, similar to the previous one. The 'Billing address' and 'Name on card' input fields now contain the text 'N/A'. The 'Continue' button at the bottom right is highlighted in red.

- Click on the red "Continue" button to continue entering the payment information.

- In order to make a Pre-Payment on the account, scroll to the bottom of the selections.

Would you like to pay for something else?

Available items

Pre-Payment on Account

[View details](#)

- If you have gone past due on your account and would like to set up a payment plan, you can do this from this screen as well. Look for the specific term's payment plan option under 'Past Due Payment Plans'.

Mail in a check to:

Colorado State University Global

P.O. Box 735246

Dallas, TX 75373-5246

Effective March 2019 Student Accounts can no longer accept payments over the phone.
