

How to Make an Online Payment

1. Go to [MySJSU](http://my.sjsu.edu/) (<http://my.sjsu.edu/>) and click the **Login to MySJSU** button.



2. Enter your **User ID** and **Password** and click the **Sign In** button.

User ID:

Password:

3. **On your web browser, disable your pop-up blocker or add MySJSU as an allowed site** in order to continue to pay online.

For step-by-step instructions, go to: [Pop-up Blocker Information](http://my.sjsu.edu/technical/popup_blocker/) (http://my.sjsu.edu/technical/popup_blocker/)

4. From the **Student Center** page (your homepage), scroll down to **Finances**.

▼ **Finances**

My Account
[Account Inquiry](#)
[View and Print 1098T form](#)
[1098T Print Option Inquiry](#)

Financial Aid
[View Financial Aid](#)

other financial...

Account Summary (See * link below)
You owe 900.00.
[View Due Date](#)

[*Important Student Fee Information](#)

6. Click **Click here to make a payment.**

Your Account

Current Balance \$900.00

[Click here to make a payment](#)

The last payment received was for (\$200.00) on 5/21/2010.

7. Click **Student Balance.**

Student Balance \$900.00

8. Enter **payment amount** and click the **Continue** button.

HOME

Student Balance

Total Amount: ←

(Payment Plan Students can change the Total Amount to the installment amount currently due.)

Continue ←

9. Click **Checkout** button.

Student Balance	Edit	Delete	\$900.00
-----------------	----------------------	------------------------	----------

Total Amount

\$900.00

Make Another Payment →

Checkout

10. Select a method of payment and click the **Continue Checkout** button.

Select Method of Payment

Enter new credit card information.

Enter new electronic check information.

Continue Checkout

11. After finalizing your payment with an eCheck or credit card, the Payment Confirmation page displays.

For additional assistance, visit [MySJSU Financial Information](http://www.sjsu.edu/bursar/fees/methods/) (http://www.sjsu.edu/bursar/fees/methods/).