

Making Your Housing Payment Online

1. Navigate to <http://my.sjsu.edu> then click on "Login to MySJSU"
Enter SJSU ID number and password, and then click on **Sign In** button.
2. Click on "pay now" from your Student Center. A new window will open.

The screenshot shows the 'Finances' section of a student center. On the left, there are links for 'My Account' (Account Inquiry, Enroll In Direct Deposit), 'Financial Aid' (View Financial Aid), and '*Important Student Fee Information'. A central message box states 'You have no outstanding charges at this time.' Below this, there are two buttons: 'PAY NOW!' and 'PAYMENT PLAN AND OTHER SERVICES'. A red arrow points to the 'PAY NOW!' button.

3. Click on "Click here to make a payment"

The screenshot shows the 'Your Account' section. It displays 'Current Balance' as '\$0.00'. Below this, there is a blue link that says 'Click here to make a payment'. A red arrow points to this link. Below the link, it says 'The last payment received was for (\$308.25) on 9/23/2016.'

4. Click on "Housing Only Payment"

Please read carefully as our payment types have changed. Click on **Student Balance** to make payment for tuition, fees and housing if you are paying your balance in full or if you are signed up for both the tuition and fee AND housing payment plans. Click on the **Housing Only Payment** if you are paying your housing charges in full or if you are on a Housing ONLY payment plan.

Description	Amount
Student Balance - Click here to pay tuition and fees.	\$3,890.50

Description	Price View
Housing Only Payment On-campus Housing Students only: Use this payment type to make payment towards housing charges only. Do NOT use this payment type to make payment towards tuition and fees.	<div style="border: 1px solid black; padding: 5px; display: inline-block;">View Details</div>

A red arrow points to the 'Housing Only Payment' link in the table above.

5. Enter amount to be paid & Select the term you are paying and then click on "Continue"
HOME

Housing Only Payment

On-campus Housing Students only: Use this payment type to make payment towards housing charges only. Do NOT use this payment type to make payment towards tuition and fees.

Total Amount: **Enter Amount to be paid**

*Term:
(Payment Plan Students can change amount to the installment amount currently due.)

Select correct term you are paying

6. Click on "Checkout"

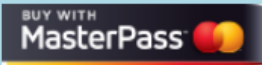
Housing Only Payment Term: Fall 2017	Edit Item Delete Item	\$1,000.00
---	---	------------

Total Amount \$1,000.00

7. Select method of payment and then click on "Continue to Checkout"

New Payment Methods

- Enter new credit card information (2.75% Convenience Fee Applicable).
- Enter new electronic check information (No Convenience Fee).



8. Check the "Acknowledge" box and click on Continue Checkout.

This site is owned and operated by Higher One, Inc.

If you choose to make a payment by using CASHNet® SMARTPAY, you will be charged a service charge of \$27.50.

This charge is assessed by Higher One, Inc. Service charges are included in your transaction and are paid directly to Higher One, Inc. Service Charges are non-refundable.

* I acknowledge that I have read and accept the [terms and conditions](#) of the Higher One, Inc. User Agreement and I understand that my transaction includes a non-refundable service charge of \$27.50 for the use of CASHNet® SmartPay.

Once payment has been completed, a payment confirmation page will display.