

1
Student Details


2
Code Verify

First Name

Last Name

Student ID

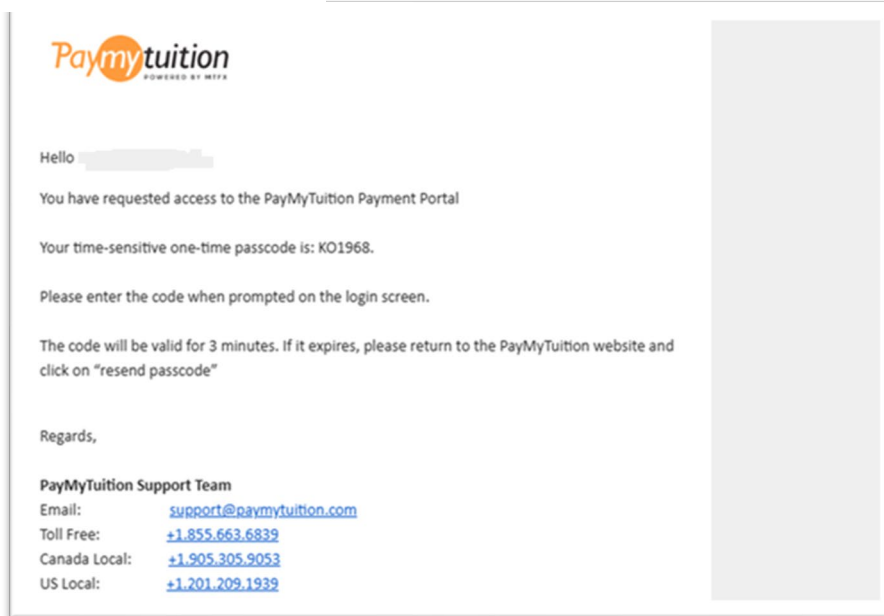
Date Of Birth

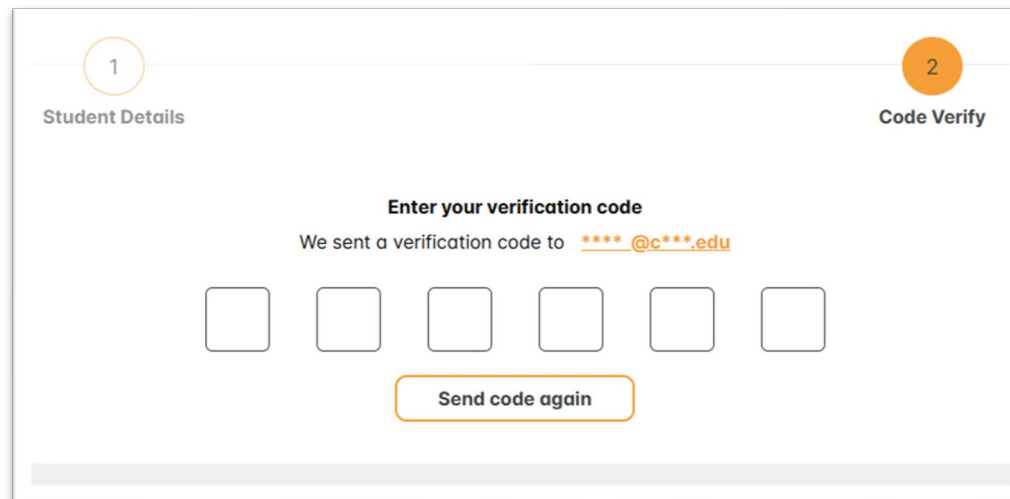
Continue

→ To access the PayMyTuition portal outside of Self-Service, use the following link: [CWC Out of Country Payments](#)

→ Complete the required fields. Ensure the Date of Birth follows the MM/DD/YYYY format.



A verification code will be sent to your student email.



Enter the 6-character code, and you will be directed to your PayMyTuition student payment center.

PAYMENT CENTER STATEMENTS REFUNDS E-DOCUMENTS CREATE PROFILE AUTHORIZATIONS

Payment Center Payment History

Announcements

Welcome
This portal enables you to make payments, setup recurring payments, view balances and bills as well as manage tuition payment plans.
REMINDER: Fall 2020 semester bills are due on January 15th.

ENROLL IN PAYMENT PLAN **MAKE PAYMENT**

✔ Within the **PayMyTuition Payment Center**, users can view their Account Information and Term Balances by scrolling down the page.

✔ To initiate a payment, select the **MAKE PAYMENT** button.

PAYMENT CENTER STATEMENTS REFUNDS E-DOCUMENTS CREATE PROFILE AUTHORIZATIONS

Payment Center Payment History

Make an Apprenticeship, Trades or Deposit Payment

Details	Amount (\$)
<input type="checkbox"/> Over Payment	<input type="text" value="0.00"/>

Term Balances

Description	Amount (\$)
<input checked="" type="checkbox"/> Fall 2024	2,000.00
<input type="checkbox"/> Summer 2024	<input type="text" value="3,014.80"/>

TOTAL PAYMENT \$ 2,000.00

GO BACK **PAY NOW**

✔ Term balances will be displayed as individual line items. Users may select one or more terms to apply payments and can choose to pay either the full balance or a partial amount by adjusting the value in the Amount (\$) field.

✔ Select **PAY NOW** to proceed.

PAYMENT CENTER STATEMENTS REFUNDS CREATE PROFILE

1 Payment Information 2 Payer Information 3 Student Information 4 Confirm & pay

What country are you paying from?

United Kingdom

Make a payment

In USD

2,000.00

- ✔ Pay your fees from any country, at any bank, in any currency!
- ✔ Don't overpay your bank on currency exchange. PayMyTuition will save you money!
- ✔ Track your payments from start to finish using PayMyTuition's student payment dashboard.
- ✔ Multilingual customer support to help you when you need us.

Step 1: Payment Information



What country are you paying from?

Use the drop-down menu to search for and select the country you are paying from.

The **Make a Payment** section will automatically populate the payment amount that will be settled to your institution in US dollars.

Payment Options

- Bank Transfer in British Pound (GBP)
1,106.00 GBP
- Trustly Bank Transfer in British Pound (GBP)
1,106.00 GBP
- Visa - Debit or Credit in GBP
1,108.00 GBP
- Mastercard - Debit or Credit in GBP
1,108.00 GBP
- PayPal
1,147.00 GBP
- Pay in another currency



In the **Payment Options section**, select your preferred method of payment. Available options may include local bank transfers, credit or debit cards, and eWallets.



Once selected, click **NEXT**.

PAYMENT CENTER STATEMENTS REFUNDS E-DOCUMENTS CREATE PROFILE

1 Payment Information 2 Payer Information 3 Student Information 4 Confirm & pay

We require the following information to process your payment

Email address

Who will be making this payment?
 Student Someone else

Step 2: Payer Information

- Students or payers paying from an international bank, institution, or card, will need to review information populated in the **Payer Information** section.

Ensure all required fields are completed accurately.

Identification of Student

Identification type

Expiration date

Identification number

Please upload student identification

Drag and drop files here to upload
 Only JPG, JPEG, PNG and PDF files can be uploaded.

I would like to receive emails from PayMyTuition about future discounts, promotions, and/or offers.

I have read, understand, and agree to the PayMyTuition Terms of Use and Privacy Policy.

- The **Identification of Student/Payer** section requires government-issued identification details and a copy of the corresponding ID for the student (or the payer, if different) to ensure compliance with anti-money laundering regulations when making a payment to the institution.

- Select **NEXT** at the bottom of the page to proceed.

PAYMENT CENTER STATEMENTS REFUNDS E-DOCUMENTS CREATE PROFILE

1 Payment Information — 2 Payer Information — 3 Student Information — 4 Confirm & pay

Student information

Student ID

First name

Email address

Last name

PREVIOUS **NEXT**

Step 3: Student Information

- ✔ The **student information** section will default according to the information on your student profile.
- ✔ Select **NEXT**.

PAYMENT CENTER STATEMENTS REFUNDS E-DOCUMENTS CREATE PROFILE

1 Payment Information — 2 Payer Information — 3 Student Information — 4 Confirm & pay

Payment Information

You will send 1,106.00 GBP

Institution will receive 2,000.00 CAD

Country United Kingdom

Payment Detail(s) [Details](#)

PREVIOUS **PAY NOW**

Step 4: Confirm & pay

- ✔ Review your payment details within the **Confirm & pay** page and select **PAY NOW** to create your transaction.

The screenshot displays the 'PAYMENT CENTER' dashboard with a navigation bar containing 'STATEMENTS', 'REFUNDS', 'E-DOCUMENTS', and 'CREATE PROFILE'. The main section is titled 'Payment Status' and shows 'Amount Pending' of 'GBP 1,106.00'. A flow diagram connects 'You' to 'PayMyTuition' and then to 'Your institution'. A 'DOWNLOAD INSTRUCTIONS' button is highlighted with a red border. Below this, the 'Payment Details' section shows the payment method as 'Bank Transfer in British Pound (GBP)', with 'YOU SEND GBP 1,106.00', 'INSTITUTION WILL RECEIVE CAD 2,000.00', and 'REFERENCE ID CNC-5104554'. A sidebar on the right offers options: 'Notifications', 'Confirm funds were sent', and 'Give me another 48 hours'.

Step 5: Fund your Transaction

The Payment Center Dashboard allows you to view Payment Details, manage your transaction by adjusting notifications, confirming funds were sent, requesting an additional 48 hours on your international rate, and cancelling your payment.

➔ Select the **DOWNLOAD INSTRUCTIONS** button (for Bank Transfers) or the **PAY NOW** button (for Credit Card or e-Wallets) to obtain payment instructions and fund your transfer.

Once your payment is processed successfully by PayMyTuition, your student account balance will update.

Note: When paying from an international bank, institution, or card, payments may take 2 – 7 business days to process. The balance on your student account will update to reflect completed payments as soon as they are processed.

PayMyTuition will notify all students and payers via email with updates regarding your payment process, and lastly once the payment is complete with instructions to retrieve your payment receipt. Your payment receipt is accessible within your PayMyTuition Payment Center.