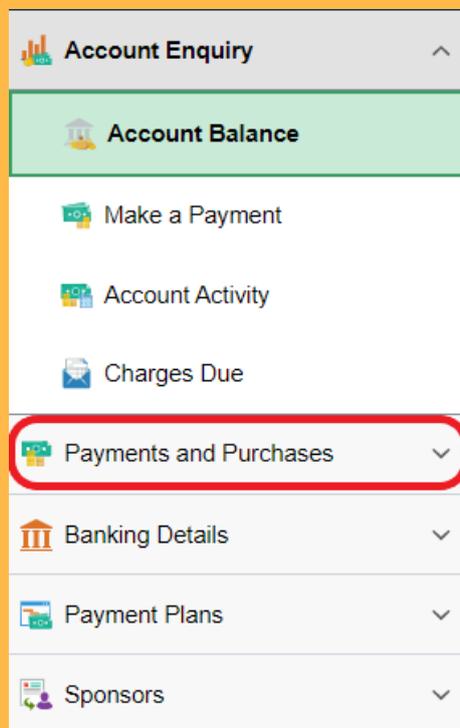


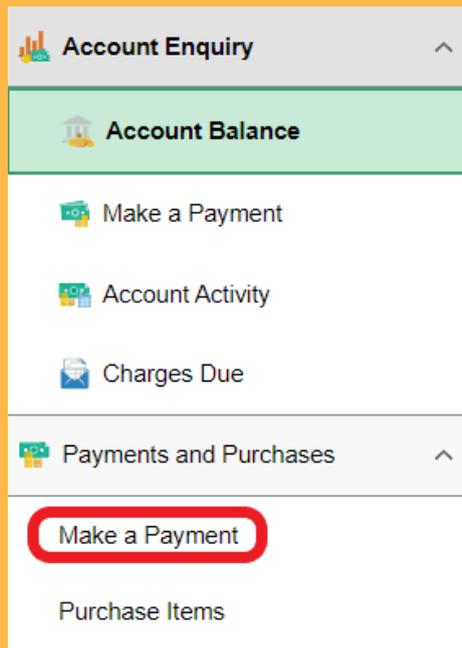
How to make a payment on MyCampus



1. Log in to MyCampus and select the Finances tile from the Student Homepage.



2. This will take you to the Account Balance page. From here click on Payments and Purchases tab.



3. Then select the Make a Payment option from the dropdown menu.

Item Description	Due Date	Item Term	Outstanding Charges	Payment Amount
Tuition - UG - Home	09/19/2022	Academic Year 2022-23	1,820.00	<input type="text"/>
Additional Payment			0.00	<input type="text"/>
Total			1,820.00	

Currency used is Pound Sterling

4. Then fill in the relevant Payment Amount field. Please note payments are in GBP. Click on the Calculate Grand Total button, this will update the Payment Summary. Click on the Confirm button.

5. Click Submit. This will then lead to a form in which to type your payment details. Once you have completed this, click Confirm Cardholder's Details at the bottom of the page. Upon successful payment you should then receive a message allowing you to view your confirmed payment.