

1. Go to <https://wapps1.csueastbay.edu/web-payment/>

2. Sign in with your NetID and password.

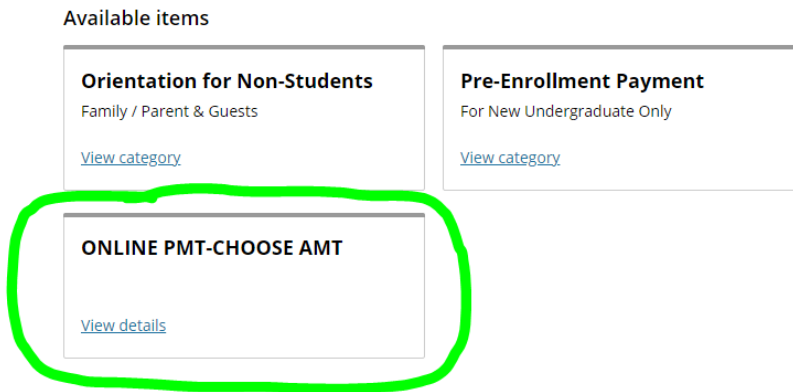
NOTE: if you wish to pay by International Bank Transfer under the “International Bank Transfers” there are two options for you to choose from at the bottom of the page.

The screenshot shows the 'CSUEB Web Payment Portal' login interface. At the top, the title 'CSUEB Web Payment Portal' is displayed in red. Below it, a red rectangular box highlights the login fields: a 'NetID' input box, a 'Password' input box, and a blue 'Sign in' button. Underneath the login fields is a link that says 'Forgot NetID or password?'. Below the login section, there is a section titled 'International Bank Transfers'. Within this section, another red rectangular box highlights two radio button options: 'All nations (except China)' and 'China'.

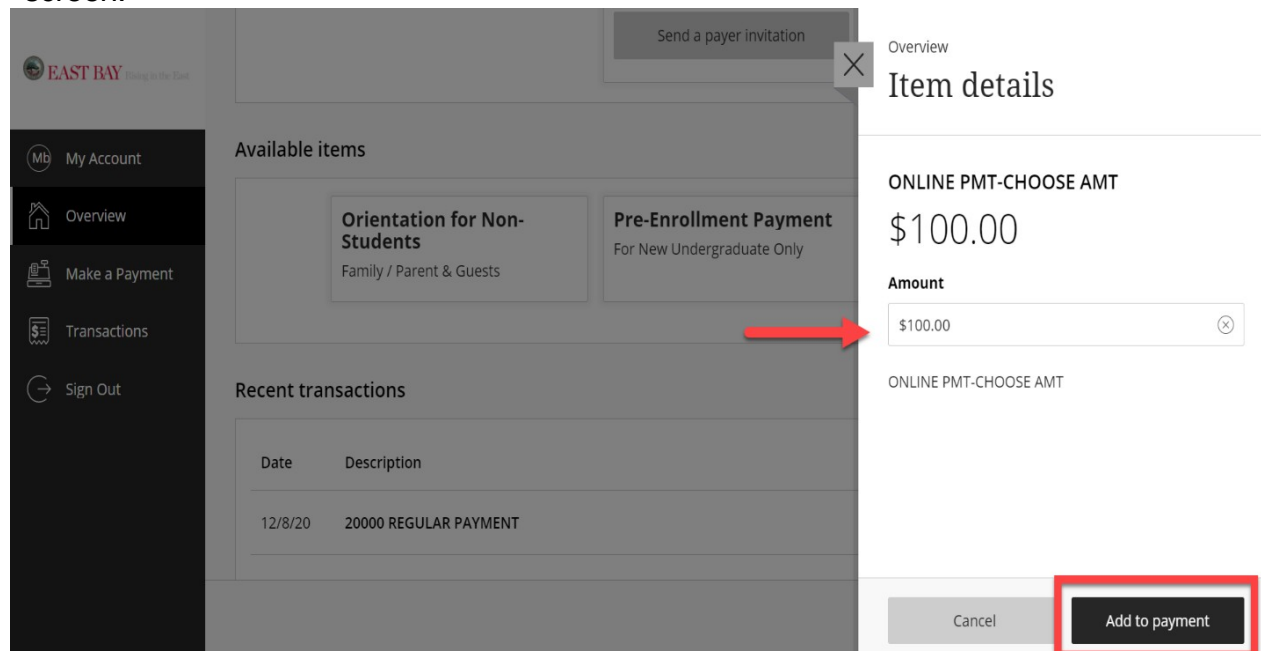
3. A new window will open. Click on “Make a payment” on the lower right-hand portion of your screen:

The screenshot shows the 'Overview' page of the 'My Account' section for California State University Hayward (East Bay). The left sidebar contains navigation links: 'My Account', 'Overview', 'Make a Payment', 'Transactions', and 'Sign Out'. The main content area has a 'Summary' section with a message: 'Please log in to MyCSUEB and look up your most up-to-date \$ amount that you owe.' Below this, there is a large white box containing a graphic of three coins and the text: 'Do you want help paying? Do you know someone that would like to help you pay? Invite them to have access to your account! Send a payer invitation'. In the bottom right corner of the page, a black button with the text 'Make a payment' is circled in green.

#### 4. Choose “ONLINE PMT-CHOOSE AMT”



5. On the right-hand side an “Amount” box will appear. Enter the amount you wish to pay in this box/area and when finished, click on “Add to payment” in the lower right-hand of your screen:



6. Then SCROLL ALL THE WAY DOWN to the bottom of the next page and click on “Continue”:



7. On this screen, you are provided with three payment methods. Under “Payment method” choose one of the three available options.

< Pay amount

Payment method

How would you like to pay?

Payment amount  
\$10

\* Payment method

Select...

New credit or debit card  
New bank account  
Foreign currency

Secure encrypted payment

Cancel Continue

### Option 1:

New Credit or debit card - Enter the payment information and click the “Continue” button.

\* Payment method

New credit or debit card

AMERICAN EXPRESS DISCOVER JCB MasterCard VISA

Enter credit card information

\* Card number  
5454 5454 5454 5454

\* Expiration date  
01 / 23

\* Security code ⓘ  
999

\* Zip/Postal code  
94542

☐ Save card for future use

Cancel Continue

Review and accept the terms and conditions, then click the “Continue” button

Service charge

\$0.28

This site is owned and operated by Transact Campus, Inc. If you choose to make a payment with a credit or debit card using Transact Campus SmartPay, you will be charged a service charge of **\$0.28**, so your total amount is \$10.28. This charge is assessed by Transact Campus, Inc. Service charges are included in your transaction and are paid directly to Transact Campus, Inc. Service charges are non-refundable.

☒ I acknowledge that I have read and accept the [terms and conditions](#) of the Transact Campus, Inc. user agreement and I understand that my transaction includes a non-refundable service charge of **\$0.28** for the use of Transact Campus SmartPay.

Continue

Enter your email address, review the amount you wish to pay, if correct, select “Pay” button.

\* Email address

@csueeastbay.edu

Summary

ONLINE PMT-CHOOSE AMT	\$10.00
Subtotal	\$10.00
Service charge	\$0.28
Total	\$10.28

Payment details

Card number	.... ..	VISA
Expiration date	11 / 23	
Zip/Postal code	94542	

payment

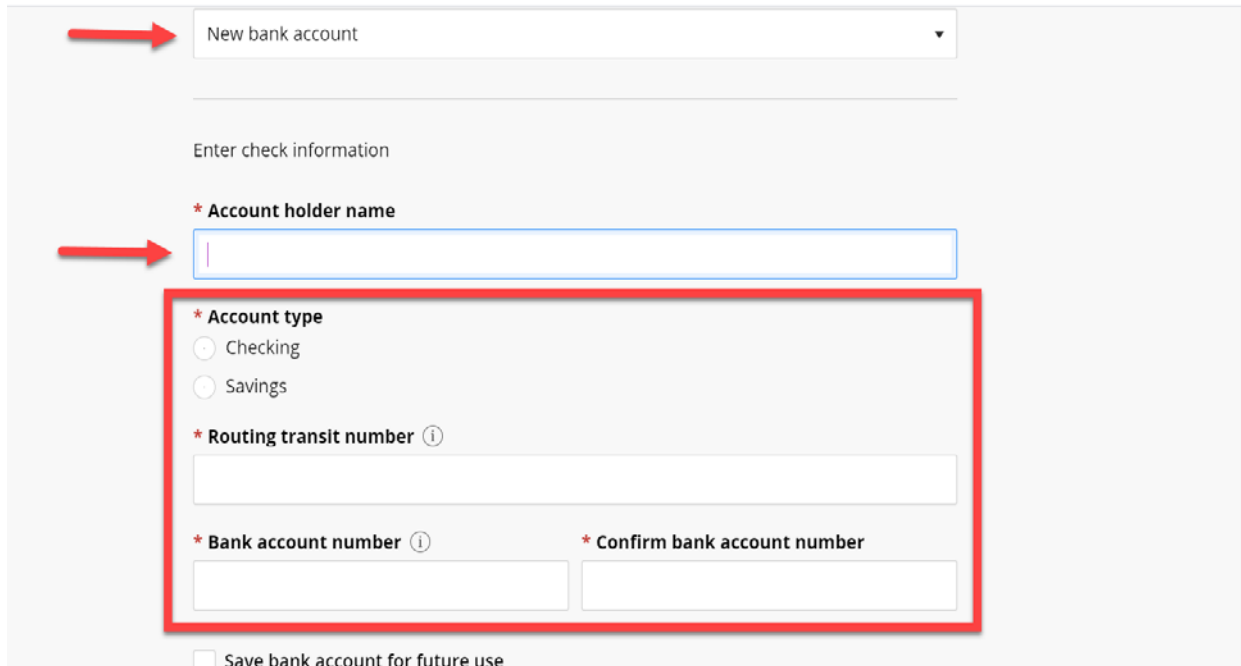
Cancel

Pay \$10.28

You can click “Cancel” if you wish to cancel the transaction.

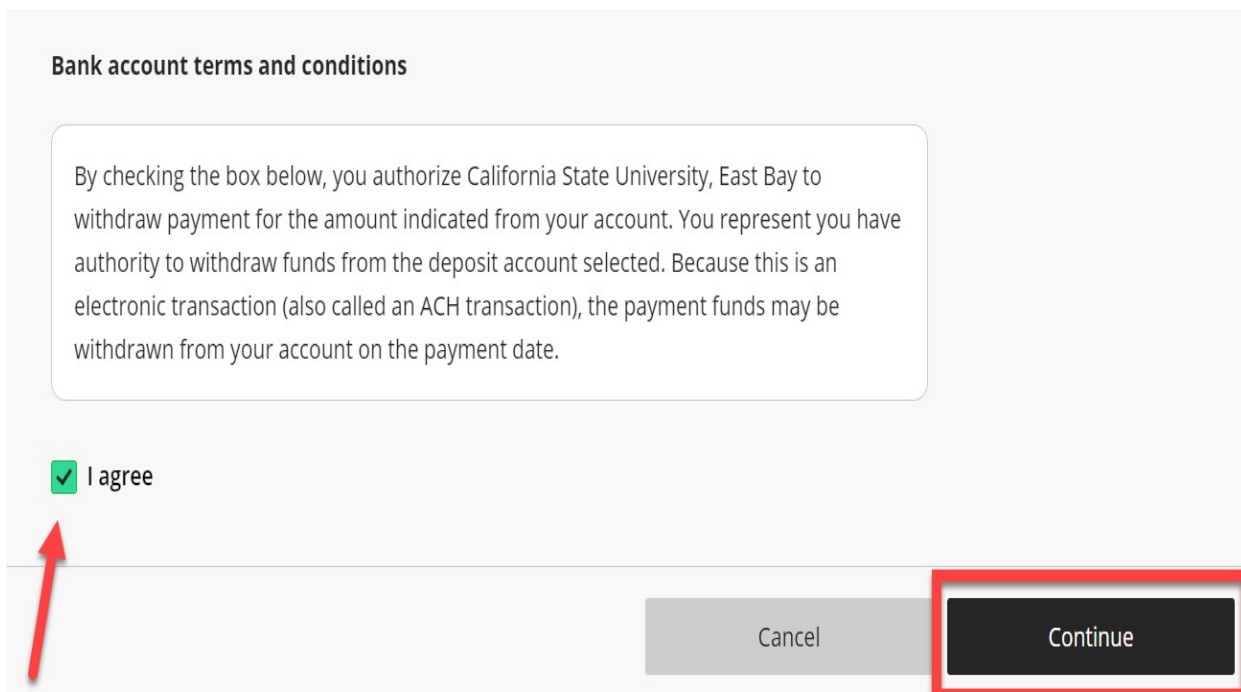
## Option 2:

New Bank account (eCheck) - Enter the payment information:



The screenshot shows a web form for adding a new bank account. At the top, a dropdown menu is set to 'New bank account', with a red arrow pointing to it. Below this is a section titled 'Enter check information'. The first field is '\* Account holder name', with a red arrow pointing to it. Below that is a red-bordered box containing three fields: '\* Account type' with radio buttons for 'Checking' and 'Savings'; '\* Routing transit number' with an information icon and a text input field; and '\* Bank account number' and '\* Confirm bank account number', each with an information icon and a text input field. At the bottom of the form is a checkbox labeled 'Save bank account for future use'.

Review and agree to the term and conditions, click on the “Continue” button.



The screenshot shows the 'Bank account terms and conditions' section. It contains a text box with the following text: 'By checking the box below, you authorize California State University, East Bay to withdraw payment for the amount indicated from your account. You represent you have authority to withdraw funds from the deposit account selected. Because this is an electronic transaction (also called an ACH transaction), the payment funds may be withdrawn from your account on the payment date.' Below this text is a checkbox labeled 'I agree', which is checked, with a red arrow pointing to it. At the bottom right are two buttons: 'Cancel' and 'Continue'. The 'Continue' button is highlighted with a red border.

Enter your email address, review the amount you wish to pay, if correct, select “Pay” button.

**\* Email address**

**Summary** [Change](#)

ONLINE PMT-CHOOSE AMT	\$ .00
<b>Total</b>	<b>\$ .00</b>

**Payment details** [Change](#)

Account holder name	*****
Account type	Checking
Routing transit number	*****
Bank account number	....
Bank	*****

ayment

Cancel **Pay \$10**

### Option 3:

Foreign Currency - Review the provided information and Click on “Continue”.

How would you like to pay?

**Payment amount**

\$

**\* Payment method**

Foreign currency

International payments are processed by Western Union. To complete your payment, your information will be provided to Western Union and you will be directed to the Western Union website. Your activity on Western Union's website is governed by the Western Union privacy policy found at <https://www.westernunion.com/us/en/privacy-statement.html>

Cancel **Continue**

Under “Paying fees from” click the dropdown menu to select a country. Review the amount and click “Get a quote”.

PAY STUDENT FEES  
WITH YOUR HOME  
CURRENCY

Paying fees from

Amount Due

USD 10

Get a quote

CALIFORNIA STATE  
UNIVERSITY  
EAST BAY

Review the provided options and click on “Select” button.

WesternUnion WU

CHECKOUT

Step 1 of 4

1. Choose a way to pay

Bank Transfer

Takes 2-4 days on average upon payment

Send money from any bank in China, over the counter or via online banking

Operated by Geoswift

Chinese ID required

66.41 RMB  
10.00 USD

Select

Bank Transfer

Takes 2-3 days on average upon payment

Send money from any bank in China

Operated by ChinaPay

Chinese passport and ID required

66.51 RMB  
10.00 USD

Payment Details

Edit

CALIFORNIA STATE  
UNIVERSITY  
EAST BAY