How to Make an Installment Payment / Partial Payment

*Navigation: MyCSUEB > Student Homepage > Student Finance tile > Make a Payment > Pay Now*

1. Log in to MyCSUEB and select the “Student Finance” tile

2. Select “Make a Payment”
3. Select “Pay Now” then login to the CSUEB Web Payment Portal with your NetID and password.

4. From the “Available Items” section, choose “ONLINE PAYMENT–CHOOSE AMT”

5. Click “ONLINE PMT-CHOOSE AMT” on the next screen
6. Now… Step #1 – enter the amount you wish to pay in the “Amount” box; Step #2 – click “Add to payment”

7. Next, click “Pay now”
8. On the next screen you'll have to **SCROLL ALL THE WAY DOWN** to the bottom of the page and click on “Checkout”

9. Now you'll choose what payment option you wish to use. After making your choice, proceed to enter the required information and complete the checkout process until the very end.