
How to Make a Payment Online

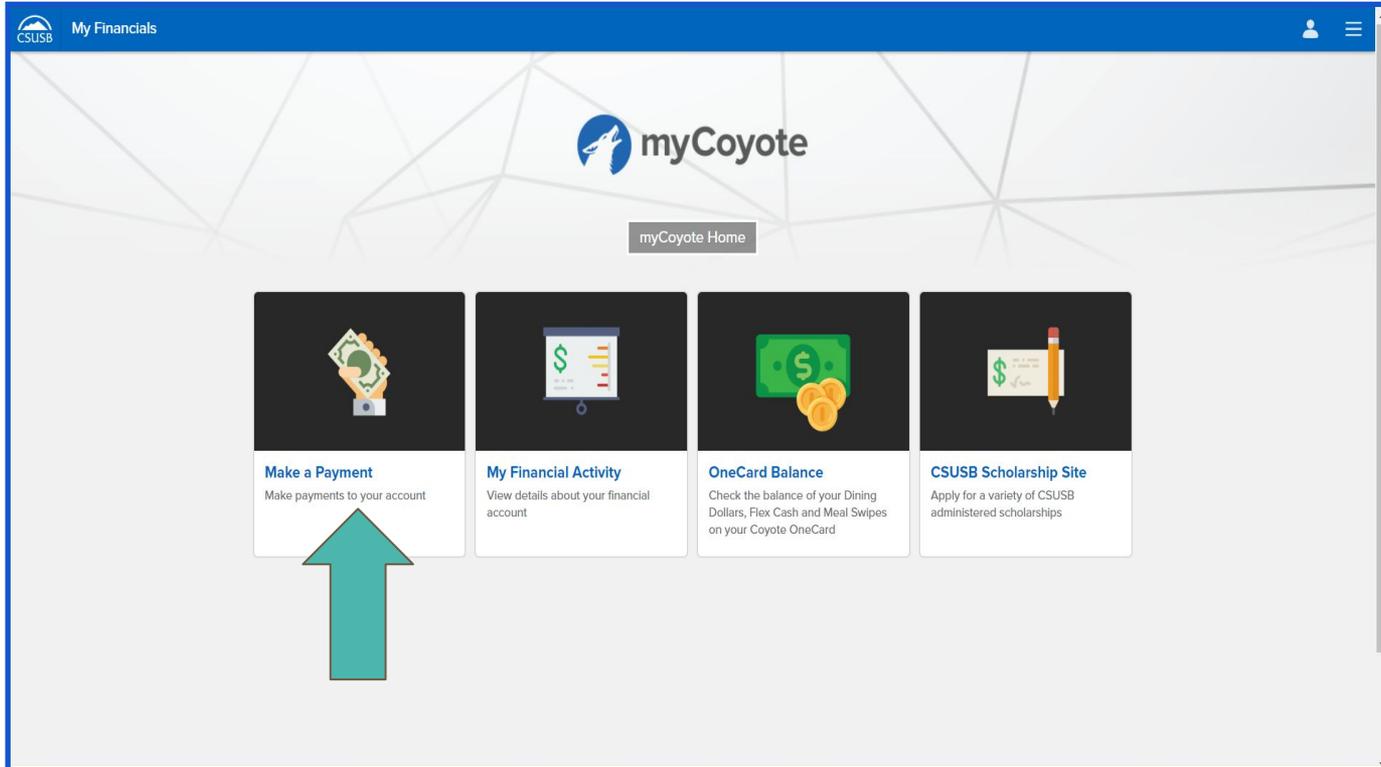
Office of the Registrar Fees

1. Log onto myCoyote and locate “My Financials”.

The screenshot displays the myCoyote dashboard interface. At the top left, the CSUSB logo and 'myCoyote' text are visible. A notification banner at the top left states: 'at 3 pm on Friday, 4/24/2020 through 8 am on Monday, 4/27/2020 CSUSB Employees: Please refrain from running/scheduling any processes in PeopleSoft CS production that will NOT complete before 3 pm on Friday, 4/24/2020. Services NOT available →'. The dashboard is organized into a grid of tiles. A large green arrow points to the 'My Financials' tile, which is located in the second row, fourth column. The 'My Financials' tile includes the following text: 'My Financials', 'Make a Payment, My Financial Activity, OneCard Balance and CSUSB Scholarship Site'. Other visible tiles include 'Student Center', 'Personal Messages', 'My Academics', 'My Personal Information', 'My Employment', 'My Tasks', 'Degree Progress', 'Library Resources', and 'Quarter to Semester Conversion'.

Tile Title	Description
Student Center	Access student related self services
Personal Messages	Directly access your personal messages.
My Academics	Student Center, Faculty Center, Advisor Center, and related student, faculty, and staff services
My Personal Information	View and/or update items such as your email addresses, phone numbers, and addresses
My Employment	Time & Attendance, Benefits, Paycheck, Travel, CSULearn, LinkedIn Learning, and more
My Tasks	My Holds, My To-Do's, Orientation Registration, End Sexual Violence Training, AlcoholEdu for College
My Financials	Make a Payment, My Financial Activity, OneCard Balance and CSUSB Scholarship Site
Degree Progress	PAWS, myCAP, Unofficial Transcripts, and Commencement Registration
Library Resources	Find books, articles, media, textbooks, reserve study rooms, and more.
Quarter to Semester Conversion	Fall semester classes begin August 24, 2020!
My Status	Application Status, Admission Transcript Status, and Training Status

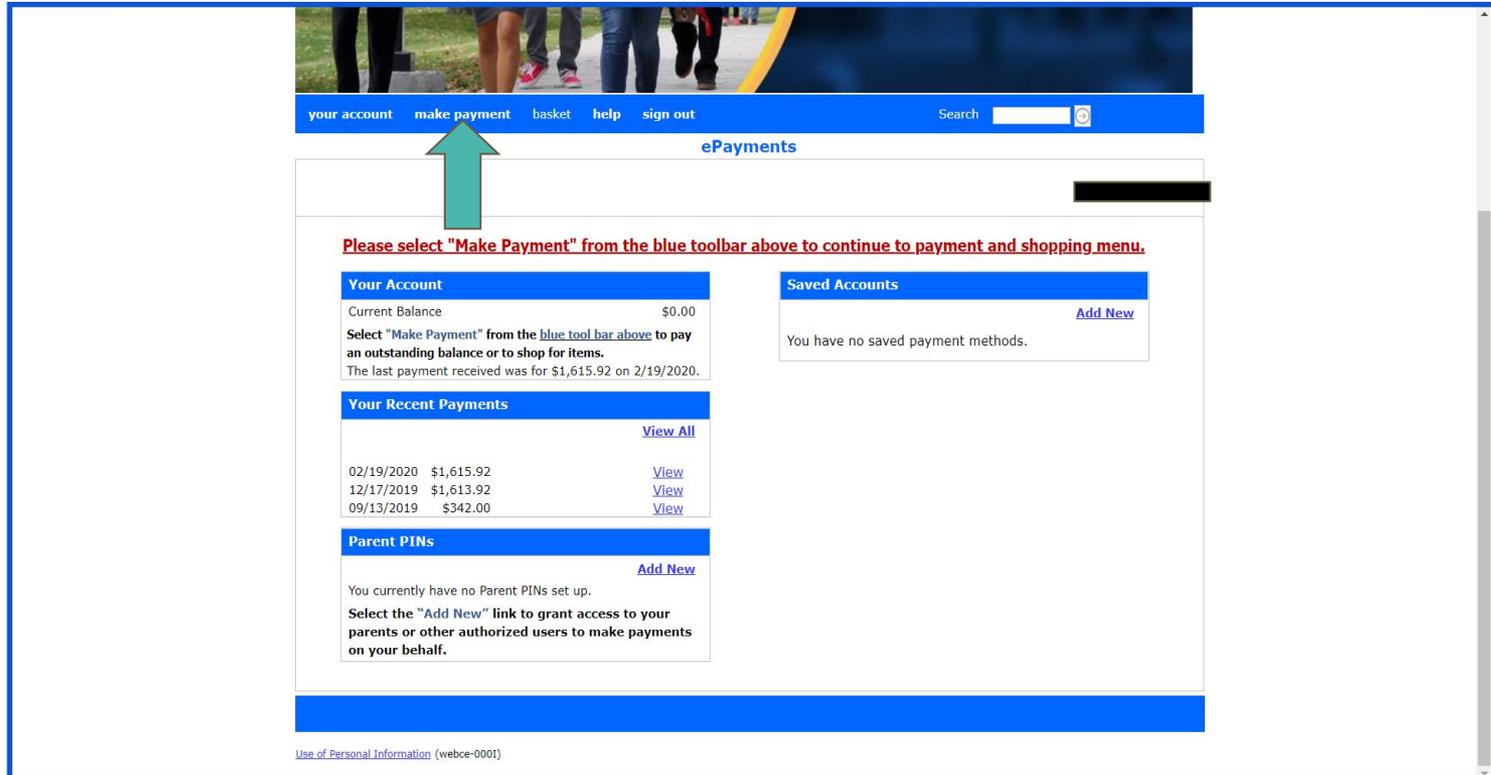
2. Click “Make a Payment”.



The screenshot displays the myCoyote financial portal. At the top left, the CSUSB logo and "My Financials" text are visible. The main header features the myCoyote logo and a "myCoyote Home" button. Below the header, four main navigation cards are arranged horizontally:

- Make a Payment**: Includes an icon of a hand holding a stack of money. The text below reads "Make payments to your account". A large teal arrow points to this card.
- My Financial Activity**: Includes an icon of a computer monitor with a dollar sign and a bar chart. The text below reads "View details about your financial account".
- OneCard Balance**: Includes an icon of a green card with a dollar sign and gold coins. The text below reads "Check the balance of your Dining Dollars, Flex Cash and Meal Swipes on your Coyote OneCard".
- CSUSB Scholarship Site**: Includes an icon of a card with a dollar sign and a pencil. The text below reads "Apply for a variety of CSUSB administered scholarships".

3. Once you have reached CASHNet, click “Make a Payment”.



The screenshot shows the CASHNet ePayments interface. At the top, there is a blue navigation bar with the following links: [your account](#), [make payment](#), [basket](#), [help](#), and [sign out](#). To the right of these links is a search bar with a magnifying glass icon. Below the navigation bar, the page title "ePayments" is displayed. A green arrow points to the "make payment" link. Below the navigation bar, there is a red instruction: **Please select "Make Payment" from the blue toolbar above to continue to payment and shopping menu.** The main content area is divided into three sections: "Your Account", "Your Recent Payments", and "Parent PINs".

Your Account

Current Balance \$0.00

Select "Make Payment" from the [blue toolbar above](#) to pay an outstanding balance or to shop for items.
The last payment received was for \$1,615.92 on 2/19/2020.

Your Recent Payments

[View All](#)

02/19/2020	\$1,615.92	View
12/17/2019	\$1,613.92	View
09/13/2019	\$342.00	View

Parent PINs

[Add New](#)

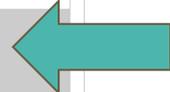
You currently have no Parent PINs set up.
Select the "Add New" link to grant access to your parents or other authorized users to make payments on your behalf.

[Use of Personal Information](#) (webce-0001)

4. Locate “Record and Document Fees”. (It is in the bottom, right corner.)

<p>Deposit by the posted deadline only if this is the term you have applied to. The Enrollment Confirmation Deposit is non-refundable and non-transferable and will be applied to your registration fees for this term only. If you do not register for the Fall 2020 term, your Enrollment Confirmation Deposit will be forfeited.</p>	\$100.00	View Details
<p>APPLICATION FEE Please submit a copy of your online \$55 application fee receipt to the Office of Admissions and Student Recruitment. Include your name and Coyote ID number on the receipt. Failure to submit record will result in delays to your application. The receipt may be faxed to (909) 537-7034, emailed to jrussell@csusb.edu, mailed to 5500 University Pkwy San Bernardino, CA 92407, or brought to UH 107.</p>	\$55.00	View Details
<p>Advanced Housing Payment Pay for Advanced Housing to reserve a room.</p>		View Details
<p>Thesis Digital Archiving</p>	\$30.00	View Details
<p>International Student Postage Reimbursement International students pay for postage reimbursement.</p>		View Details
<p>REPLACEMENT COYOTE ONE CARD</p>	\$10.00	View Details
<p>Flex Cash online payments Add money to your OneCard with no convenience fees.</p>		View Details
<p>Over 60 Program</p>	\$11.00	View Details

<p>Undergraduate Tuition and Fees Freshmen, Sophmores, Juniors, and Seniors, pay your Tuition and fees, Non-resident fees, WICHE WUE fees, SOAR, Late Registration, or make the 1st payment of your Installment Payment Plan.</p>
<p>Credential Tuition and Fees Postbaccalaureate and Graduate, pay your Tuition and fees, Non-resident fees, Late Registration, and make your 1st payment of your Installment Payment Plan.</p>
<p>Graduate Tuition and Fees Postbaccalaureate and Graduate, pay your Tuition and fees, Non-resident fees, Professional fees, Late Registration, and make your 1st payment of your Installment Payment Plan.</p>
<p>Doctoral Tuition and Fees Doctoral students, pay your Tuition fees, Non-resident fees, Late Registration, and make your 1st payment of your Installment Payment Plan.</p>
<p>Installment Payment Plan Pay your 2nd and 3rd installments.</p>
<p>Records and Document Fees Pay for Change of Major, Grad Checks, Change of Programs, etc.</p>
<p>College of Education Student Services Pay for Credential Evaluations, Completion of Level 1 Requirements, and Program Admissions File fees.</p>



5. Locate desired form.

HOME » RECORDS AND DOCUMENT FEES

CROSS ENROLLMENT	\$10.00	View Details
ENROLLMENT VERIFICATION This request provides an official enrollment/degree verification with the university seal. Enrollment Verifications can be obtained in the Office of the Registrar in UH-171. This process will require receipt of payment AND a valid picture ID (Coyote ID or CA Driver's License.)	\$4.00	View Details
Enrollment Verification with Mode of Instruction This request provides an official enrollment/degree verification including mode of instruction (typically for our international affiliates), and with the university seal. Enrollment Verifications can be obtained in the Office of the Registrar in UH-171. This process will require receipt of payment AND a valid picture ID (Coyote ID, CA Driver's License or Passport).	\$4.00	View Details
MINOR REQUESTS	\$4.00	View Details
CHANGE OF MAJOR	\$6.00	View Details
GRADUATE CHANGE OF PROGRAM	\$55.00	View Details
GRADUATE CONCENTRATION CHANGE	\$6.00	View Details
GRADUATE CONCENTRATION CORRECTION	\$6.00	View Details
Letter of Completion This request is for students needing to verify completion of their degree requirements (i.e. for potential employers) prior to the degree being awarded. Students MUST have a processed grad check on file with the Office of the Registrar, be in their last quarter of attendance and grades MUST be posted. Once graduation posting is completed (degree awarded) by the Office of the Registrar, students are NO LONGER eligible for this request.	\$10.00	View Details
COURSE UNIT VERIFICATION	\$25.00	View Details
Duplicate Diploma		

6. Click the link and add form to the basket.



The screenshot displays the ePayments interface for California State University San Bernardino. At the top, there is a navigation bar with links for 'your account', 'make payment', 'basket', 'help', and 'sign out', along with a search bar. Below the navigation bar, the page title 'ePayments' is visible. The main content area shows a breadcrumb trail: 'HOME » RECORDS AND DOCUMENT FEES'. Underneath, there is a section titled 'CHANGE OF MAJOR' with a 'Price: 8.00' field. A 'Description:' field is present, followed by the instruction 'To pay for this item, click the button below.' and an 'Add to Basket' button. A green arrow points to the 'Add to Basket' button. At the bottom of the page, there is a footer link: 'Use of Personal Information (webce-0001)'.

7. Proceed to checkout and make payment for the form.



your account make payment basket help sign out Search

ePayments

Item Code	Edit	Delete	Amount
CHANGE OF MAJOR	Edit Item	Delete Item	\$6.00
Total Amount			\$6.00

[Continue Shopping](#) [Checkout](#)

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