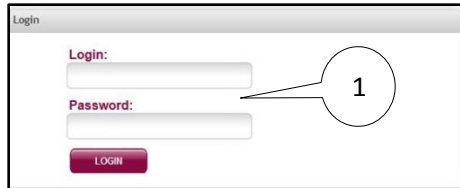


How to Make an Online Payment

Students should follow these steps to make an online payment.

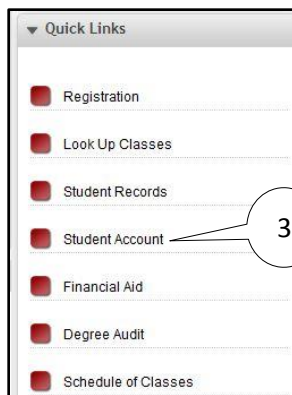
1. Log into [myNMSU](#) with your NMSU User Name and Password.



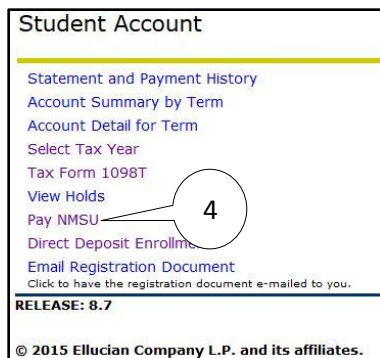
2. Select **Student Tab**.



3. Select **Student Account** from Quick Links.



4. Select **Pay NMSU**.



5. Enter payment amount.

Payment Central

Your account currently has the following charges:

Description	Pay Amount
Tuition and Other (Tuition: 2015 Spring)	
Minimum Due \$35.00	\$ <input type="text" value="35.00"/>
Balance Due: \$35.00	

Subtotal \$ 35.00

Total \$ 35.00

[Checkout](#)

5

6. Select **Checkout**.

[Checkout](#)

6

7. Select either credit card or electronic check information.

Payment Central

Select Method of Payment

Enter new credit card information.

Enter new electronic check information.

[Continue Checkout](#)

7

8. Select **Continue Checkout**.

[Continue Checkout](#)

8

9. Enter credit card or electronic check information.

Payment Central

Enter credit card information

Credit Card Number

Expiration Month

Expiration Year

Cardholder Name

Address



City

State/Province/Region

Zip/Postal Code

Country

Email Address

We accept:  

Enter the address where you receive the bill for this card.

(Optional) Please provide a name for this payment method to be saved for future use:
 ex: MyCreditCard

(You'll have a chance to review this order before it's final.)

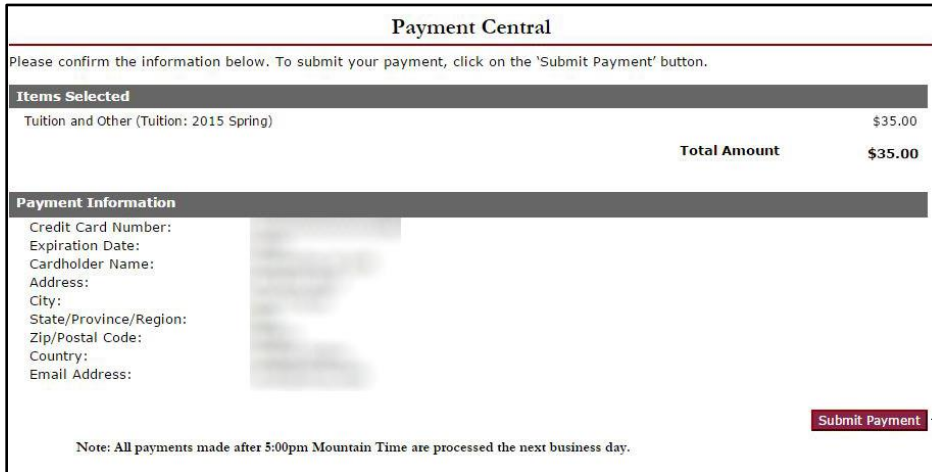
[Continue Checkout](#)

9

10. Select **Continue Checkout**.



11. Confirm that the information is correct and select **Submit Payment**.

A screenshot of the "Payment Central" confirmation page. It includes a table for "Items Selected" with one row for "Tuition and Other (Tuition: 2015 Spring)" for \$35.00, and a "Total Amount" of \$35.00. Below is a "Payment Information" section with fields for credit card number, expiration date, cardholder name, address, city, state/province/region, zip/postal code, country, and email address. A "Submit Payment" button is located at the bottom right, with a callout bubble containing the number "11". A note at the bottom states: "Note: All payments made after 5:00pm Mountain Time are processed the next business day."/>

Items Selected	
Tuition and Other (Tuition: 2015 Spring)	\$35.00
Total Amount	\$35.00

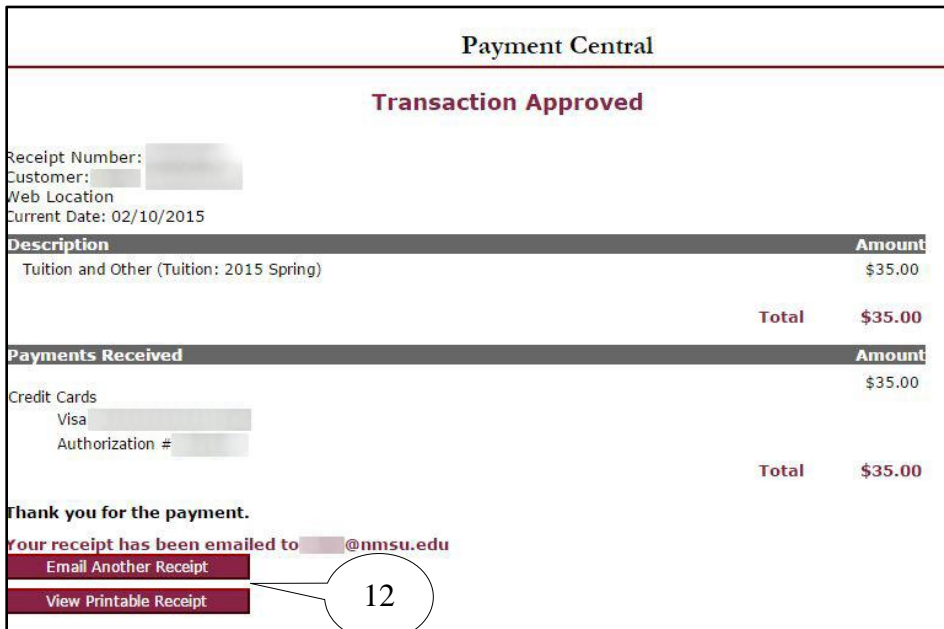
Payment Information

Credit Card Number:
Expiration Date:
Cardholder Name:
Address:
City:
State/Province/Region:
Zip/Postal Code:
Country:
Email Address:

[Submit Payment](#)

Note: All payments made after 5:00pm Mountain Time are processed the next business day.

12. View and print your payment confirmation (optional).

A screenshot of the "Payment Central" "Transaction Approved" confirmation page. It displays receipt details: Receipt Number, Customer, Web Location, and Current Date (02/10/2015). It includes two tables: "Description" with one row for "Tuition and Other (Tuition: 2015 Spring)" for \$35.00, and "Payments Received" with one row for "Credit Cards" for \$35.00. Below the tables, it says "Thank you for the payment." and "Your receipt has been emailed to [redacted]@nmsu.edu". There are two buttons: "Email Another Receipt" and "View Printable Receipt". A callout bubble with the number "12" points to the "View Printable Receipt" button.

Transaction Approved

Receipt Number: [redacted]
Customer: [redacted]
Web Location
Current Date: 02/10/2015

Description	Amount
Tuition and Other (Tuition: 2015 Spring)	\$35.00
Total	\$35.00

Payments Received	Amount
Credit Cards	\$35.00
Visa [redacted] Authorization # [redacted]	
Total	\$35.00

Thank you for the payment.
Your receipt has been emailed to [redacted]@nmsu.edu

[Email Another Receipt](#)
[View Printable Receipt](#)

You will receive an email confirming your payment.