How to Pay your Bill Online

These instructions detail how to Pay your 1818 Advanced College Credit Bill online through MySLU

1. Log Into MySLU
   a. Enter your SLU Net ID (also referred to as Username)
   b. Enter your password (you created this)
   c. Click Login

   Notes regarding Login
   - If you have never logged in before please refer to the Logging in for the First Time instructions
   - If you have forgotten your password please click on Need to change your password to be re-directed to password.slu.edu and click on Forgot Password
     o If you still experience login issues please call SLU’s IT department at (314) 977-4000 for assistance

2. Navigate to the Payment Suite
   a. Once logged into MySLU
      i. Click on the Tools tab
      ii. Click on Payment Suite
      iii. This will re-direct you to the online bill pay site
3. Click **Make a Payment**

![My Account](image)

<table>
<thead>
<tr>
<th>Current Account Status</th>
</tr>
</thead>
<tbody>
<tr>
<td>Balance:</td>
</tr>
</tbody>
</table>

[Make a Payment] [View Account Activity]

4. Click **Make a Payment** again

![Account Payment](image)

<table>
<thead>
<tr>
<th>Current balance includes activity since your last statement, including:</th>
</tr>
</thead>
<tbody>
<tr>
<td>Balance:</td>
</tr>
<tr>
<td>Current Statement Amount:</td>
</tr>
</tbody>
</table>

[Make a Payment]

5. Follow the steps and print your receipt for your records

![Account Payment](image)

<table>
<thead>
<tr>
<th>Amount</th>
<th>Payment Method</th>
<th>Confirmation</th>
<th>Receipt</th>
</tr>
</thead>
</table>

Select Payment:
- Current account balance:
- Pay by term:

Payment Date: 2/24/12
Memo:

[Continue]

The 1818 Advanced College Credit staff sincerely thank you for taking the time to review these instructions.