

HOW TO ACCESS THE UC PAYMENT OPTION SELECTION PAGE

As you register for classes as a UC student, the final registration step requires you to **COMPLETE MY REGISTRATION**. At that time, you will go to the Payment Option Selection page.

The screenshot shows the MySlice registration interface. At the top, there are navigation tabs: Search, Plan, Enroll, and My Academics. Below these are links for 'my class schedule', 'add', 'drop', 'swap', 'edit', and 'term information'. The main content area is titled 'Add Classes' and shows a progress indicator with steps 1, 2, and 3. Step 3, 'View results', is active. A message states: 'View the following status report for enrollment confirmations and errors:'. Below this, a table shows the enrollment status for class ANT 400, which is 'Success: This class has been added to your schedule.' To the right, a 'Tuition and Estimated Fees' table lists: ANT400 tuition (3 credits) at \$2349.00, Late registration fee at \$50.00, and an Estimated Total of \$2399.00. A warning message states: 'Failure to click "Complete My Registration" will result in cancellation of your class schedule.' Below this is a yellow button labeled 'Complete My Registration'. At the bottom, there are links for 'MY CLASS SCHEDULE' and 'ADD ANOTHER CLASS'.

Class	Message	Status
ANT 400	Success: This class has been added to your schedule.	✓

Item	Cost
ANT400 tuition (3 credits)	\$2349.00
Late registration fee	\$50.00
Estimated Total	\$2399.00

After registration, you may also enter the Payment Page by signing onto MySlice. Then navigate to Student Services>Finances>**UC PAYMENT OPTION SELECTION**

The screenshot shows the MySlice Student Services page. The header includes 'SYRACUSE UNIVERSITY MYSLICE' and 'Welcome to:'. A navigation menu on the right lists: Holds (View Holds), Share My Access (Set up Additional Access), Academics (My Academics, Leave of Absence FAQ's, My Leave of Absence, Transcript Request), Advising (Degree Works, My Planner, View My Advisor(s), View Mid-Sem Progress Rpt, Calculate My GPA, Advising Links), and Finances. The Finances section is expanded, showing: 'This area will allow you to use various financial self service functions.' followed by links: View Student Account, Make a Payment, View Holds, View/Update My Direct Deposit, and **Uc Payment Option Selection**. The main content area is titled 'Signon' and contains a form with 'NetID' and 'Password' fields, a 'Sign In' button, and a red error message: 'Your User ID and/or Password are invalid.' Below the form is a security warning: 'PROTECT YOURSELF: Don't share your password with anybody, including your peers, friends and family members. Treat your password like the PIN for your ATM card - as your secret!' and links for 'Forgot your Password?' and 'Activate your NetID'. A footer note says: 'To protect your personal information, be sure to close your web browser when you are done.'

HOW WILL YOU PAY?

If this is the next page you see, **you are enrolled.**
You **MUST** now tell us how you intend to pay by **completing 4 easy steps.**

STEP 1 - SIGN THE PROMISSORY NOTE



University College of Syracuse University

Name	Point,Power	Address	100 Learning Way	Date	10/27/2016
SU ID	790753638		Registraton NY 12477		
Phone	124875412				
Email	ppoint@gmail.com				

QUESTIONS?
CLICK FOR LIVE CHAT

Estimated Charges	
Total Estimated Term Tuition	2,349.00
Total Estimated Term Fees	50.00

Estimated Credits	
Payments Received	0.00
Pending Payments	0.00

STEP 1: Sign below to continue this registration request

In consideration for Syracuse University (the "University") permitting the Student to register and attend classes at the University without the University receiving full payment of Student's tuition, room, board and other charges, the Student and/or the Guarantor (referred to individually and collectively as "Obligor"), promises to pay to the order of the University the sum stated as 'amount due' by the 'due date' as stated on the University invoice or invoices (the "Note"). If full payment is not made by the 'due date', the Obligor shall pay a late fee. When the unpaid balance is \$499.99 or less, the late fee is \$85; when \$500 or more, the late fee is \$120.

In the event that the Obligor does not pay any invoice within 5 days after the invoice is due, the University may declare the entire outstanding balance of this Note immediately due and payable in full. Until all amounts due and owing on this Note are paid in full, the University may withhold the student's grades, transcripts, and /or diploma, and prohibit the Student from registering for any subsequent periods. If full payment is not made within 5 days from the initial invoice 'due date', the University may also cancel the Student's current and future registration, remove or bar the student from attending classes and retain all monies received.

In the event of any default on this Note, the University may set-off against sums outstanding on the Note all sums, deposits, credits, or other property belonging to the undersigned that may be in, or thereafter come into, its possession or control.

In the event that legal proceedings are commenced, the Obligor agrees that legal action may be brought on this Note in the State of New York with venue in a court of appropriate jurisdiction in Onondaga County and that the Obligor shall be personally subject to the jurisdiction of that court.

In the event of default, the Obligor shall pay on demand all costs of collection incurred by the University in connection with enforcement and collection of this Note, including reasonable attorneys' fees and disbursements.

The Obligor waives demand for payment, presentment, and all notices in connection with this Note, including, but not limited to, notice of dishonor and protest.

The Obligor intends any facsimile of his/her signature on this Note as printed by University's receiving facsimile machine to be equal to and enforceable as his/her original signature and that such a facsimile copy of this Note be deemed a counterpart to the original Note and, therefore, enforceable in court or other tribunal.

I acknowledge that I have read and understood Syracuse University's Promissory Note

STEPS 2 and 3 – CHOOSE YOUR OPTION(S)

Failure to complete this process will result in *cancellation of your entire registration*.
Steps 2 and 3 are explained in detail on the following slides.

Estimated Charges

Estimated Credits

You must satisfy any **BALANCE** by applying **PAYMENT AWARDS** and choosing **PAYMENT OPTIONS** to bring your Balance to 0.00

Balance that must be satisfied to confirm registration

University College of Syracuse University

Name: Point,Power Address: 100 Learning Way Date: 10/27/2016
SU ID: 790753638 Registrar: NY 12477
Phone: 124875412
Email: ppoint@gmail.com

QUESTIONS? CLICK FOR LIVE CHAT

Estimated Charges		Please Read
Total Estimated Term Tuition	3,132.00	TUITION and Fee INFORMATION: Tuition and fees are estimated. An official calculation of tuition and fee charges will occur on the first day of the term and can be viewed on your Syracuse University student account at MySlice > Student Services > Finances > View Student Account.
Total Estimated Term Fees	50.00	

Estimated Credits	
Payments Received	0.00
Pending Payments	0.00

STEP 2 PAYMENT AWARD(S): If an UNAPPLIED amount is indicated you MUST click APPLY.

Info	Estimated Remitted Tuition (RTB)	0.00
Info	Est. Outside Agency Tuition Credits	0.00
Info	Estimated Grad Award (GA)	0.00
Info	Estimated VA Benefits (VA)	0.00
Info	Estimated Dependent Tuition	0.00
Info	Estimated Financial Aid Deferment	0.00

If your Outside Agency Tuition credits or Graduate Award is not indicated as an unapplied amount, choose INFO and enter the information.

STEP 3 PAYMENT OPTION(S): Select a payment option to pay any remaining balance.

Select	Employer Tuition Reimbursement	0.00
Select	Direct Bill to a Sponsoring Agency	0.00
Select	Student Deferred Payment Plan	0.00
Select	Pay in Full	

Step 4 PAY REMAINING BALANCE: Failure to do so will result in cancellation of your entire registration.

Balance **3,182.00** Pay Balance Now

University College Bursar/Registration Contact Information
Phone: 315-443-4135 • Fax: 315-443-3255
Email: bursareq@uc.syr.edu
700 University Avenue, Room 103 • Syracuse, New York • 13244-2530

Failure to satisfy the **BALANCE** indicated on this page will result in **cancellation of your entire registration**.

Step 2 – APPLY ANY PAYMENT AWARDS

A **Payment Award** is funding awarded to you from either Syracuse University or an outside source.

If SU knows of your award at the time of registration, the award will pre-populate for you. This is demonstrated here for a student with Financial Aid.

IMPORTANT: In order to use the award as payment toward your tuition and fees You MUST click APPLY.

If an existing award is not pre-populated, choose INFO for more information.

Estimated Charges	
Total Estimated Term Tuition	3,132.00
Total Estimated Term Fees	50.00

STEP 2 PAYMENT AWARD(\$): If an UNAPPLIED amount is indicated you MUST click APPLY.

Info	Estimated Remitted Tuition (RTB)	0.00	
Info	Est. Outside Agency Tuition Credits	0.00	
Info	Estimated Grad Award (GA)	0.00	
Info	Estimated VA Benefits (VA)	0.00	
Info	Estimated Dependent Tuition	0.00	
Apply	Estimated Financial Aid Deferment	-3,182.00	(unapplied)

If your Outside Agency Tuition credits or Graduate Award is not indicated as an unapplied amount, choose INFO and enter the information.

STEP 3 – CHOOSE PAYMENT OPTION(S)

The total amount owed for the term is indicated at the top of the page.

Estimated Charges	
Total Estimated Term Tuition	3,132.00
Total Estimated Term Fees	50.00

Choose a PAYMENT OPTION if you do not have Payment Awards to cover the full amount indicated (see previous slide).

STEP 3 PAYMENT OPTION(S): Select a payment option to pay any remaining balance.

Select	Employer Tuition Reimbursement	0.00
Select	Direct Bill to a Sponsoring Agency	0.00
Select	Student Deferred Payment Plan	0.00
Select	Pay in Full	

As an example, this student selected Student Deferred Payment Plan and 75% of the tuition was deferred

STEP 3 PAYMENT OPTION(S): Select a payment option to pay any remaining balance.

Select	Employer Tuition Reimbursement	0.00
Select	Direct Bill to a Sponsoring Agency	0.00
Select	Student Deferred Payment Plan	-2,349.00
Select	Pay in Full	

Payment of the remaining 25% and all fees is due NOW. Have your credit card or E-banking information ready. Choose PAY BALANCE NOW. Failure to do so will result in cancellation of your entire registration.

Step 4 PAY REMAINING BLANCE: Failure to do so will result in cancellation of your entire registration.

Balance 833.00

Pay Balance Now

MAKING A CREDIT CARD OR E-BANKING PAYMENT

Whenever you choose **PAY BALANCE NOW**, you will be taken to a 3rd party vendor to process your major credit card or E-banking transaction. You must follow the directions (see next slide) to ensure your **POPUP BLOCKERS ARE OFF** or you will not be presented with the vendor's payment page.

*If you are not prompted for your credit card or E-banking information,
you **MUST** call our office within the next business day
to ensure your registration is not cancelled.*

**UC Bursar/Registration Operations is available
by CHAT or phone 315-443-4135**

POP-UP BLOCKERS

Please read this page carefully before you Continue to Payment

Unless your **POP-UP BLOCKERS are OFF**, you will **NOT** be able to insert your credit card or E-banking information and your **REGISTRATION WILL BE CANCELLED**

STOP!!

- You will **NOT** be able to make a payment if your POP UP BLOCKERS are on.
- Failure to make payment will result in cancellation of your entire registration.
- Ensure that the POP UP BLOCKERS ARE OFF before you continue.

TEST:

- Click **HERE** to test your Pop-up Blockers.
- If POP UP BLOCKERS are OFF you will receive a message indicating you may proceed.
- If POP UP BLOCKERS are ON you will receive instruction to access the payment site.

Take the test!!

AFTER MAKING YOUR PAYMENT:



HELP:

- For technical support contact Information Technology Services
Web: <http://its.syr.edu/supportsvc/>
Email: help@syr.edu
Phone: 315/443-2677

Continue to Payment

Go Back

Once you are sure your **POP-UP BLOCKERS are OFF**, click Continue to Payment

CREDIT CARD or E-BANKING?

You have successfully reached CASHNet (a third party) credit card and e-banking vendor.

Click **Continue Checkout**

Syracuse University (Training)


~~check out~~ ~~sign out~~

UC Online Enrollment

Select Method of Payment

New Payment Methods

- Enter new credit card information.
- Enter new electronic check information.

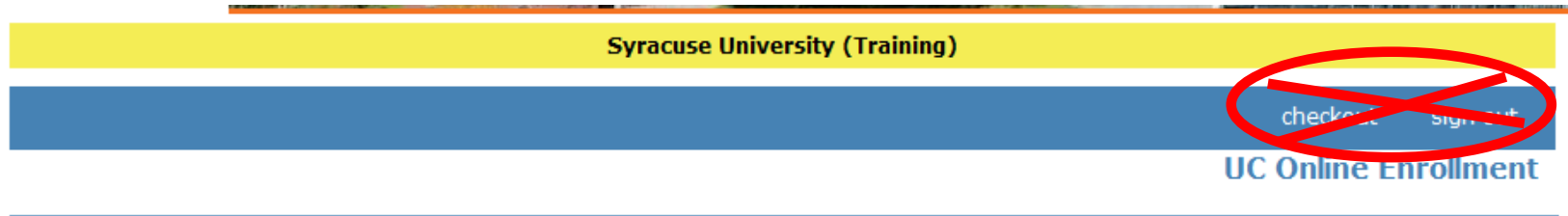
BUY WITH
MasterPass 

Continue Checkout

ENTER THE REQUIRED PAYMENT INFORMATION

You will **NOT** be charged a service fee by using this convenient feature.

click **Continue Checkout**



Enter credit card information

Total Amount: \$1,656.00

Credit Card Number	<input type="text"/>	*
Expiration Month	Select Month <input type="button" value="v"/>	*
Expiration Year	Select Year <input type="button" value="v"/>	*
Cardholder Name	<input type="text"/>	*
Address	<input type="text"/>	* Enter the address where you receive the bill for this card.
City	<input type="text"/>	
State/Province/Region	<input type="text"/>	
Zip/Postal Code	<input type="text"/>	
Country	United States <input type="button" value="v"/>	
Email Address	The email entered during create pre-populates here.	

We accept:

AMERICAN EXPRESS Cards
DISCOVER NOVUS
MasterCard
VISA
JCB

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

[Continue Checkout](#)

VERIFY YOUR PAYMENT INFORMATION

click **SUBMIT PAYMENT**

Syracuse University (Training)

~~check out sign out~~

UC Online Enrollment

Please confirm the information below. To submit your payment, click on the 'Submit Payment' button.

Items Selected	Amount
UC Online Enrollment Fall Semester	\$3,182.00
Total Amount	\$3,182.00

Payment Information

Credit Card Number: MasterCard XXXXXXXXXXXX5454
Expiration Date: 0920
Cardholder Name: Power Point
Address: 100 Learning Way
City: Registration
State/Province/Region: NY
Zip/Postal Code: 12411
Country: United States
Email Address: ppoint@gmail.com

Submit Payment

YOUR PAYMENT IS CONFIRMED

A receipt is automatically sent to your e-mail address.

You may print the receipt or e-mail a copy to a different email address.

IMPORTANT: be sure to close the payment tab NOT the browser!

Syracuse University (Training)

sign out

UC Online Enrollment

Transaction Approved

Receipt Number: 139641
Customer:
Current Date: 03/11/2015
Business Date: 02/23/2015

Description	Amount
UC Online Enrollment Spring Semester	\$1,656.00
Total	\$1,656.00

Payments Received	Amount
Gateway Credit Card MasterCard XXXXXXXXXXXX5454 Authorization # TEST41	\$1,656.00
Total	\$1,656.00

Thank you for your payment.
Your receipt has been emailed to jeca.strbac@gmail.com

[Email Another Receipt](#)

[View Printable Receipt](#)

You may now close the CASHNet tab. Do NOT close the browser, you won't get your confirmation!

DMC >> Home RSS Mail Print Page Safety Tools ? >>

Checkout sign out

CONGRATULATIONS! - You are registered!

Keep this page as permanent record of your **SUID** number.



University College of Syracuse University

This registration transaction is complete pending receipt of payment or required payment documents.

Student Name	Point, Power	Date	2016-11-01
SUID	790753638	Email	ppoint@gmail.com
Phone	124875412		
Address	100 Learning Way Registraton, NY 12477		

Payment Awards/Options Selected

Pending Payment Amount	3,182.00
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1. PRINT THIS PAGE

The SUID noted above is your unique identifier with Syracuse University, please note this number for future reference.

2. VERIFY YOUR CLASS SCHEDULE

Students are required to verify the accuracy of their class schedule at MySlice > Enrollment > View My Class Schedule.

3. KNOW YOUR DEADLINES

Important information regarding academic deadlines and related financial implications can be found at: <http://parttime.syr.edu/current-students/important-dates/>

NEW STUDENTS: A temporary NetID and password were sent to the email address you entered at login. The temporary NetID and password should be used to access further enrollment, your student schedule and your student account at myslice.syr.edu. Once your payment option has been verified and any related payment posted to your account you will be emailed instructions on how to activate your permanent Syracuse University NetID.

For additional information please contact:

University College Bursar/Registration Office at 315-443-4135 during [regular business hours](#)
bursareg@uc.syr.edu

Confirmation of your registration is contingent upon receipt of any indicated payment. If you did not enter your banking information, payment will not be received and your registration will be cancelled.

Your selected Payment Award and/or Payment Option is listed here.

Important Information that you need to know!

DID YOU FULFILL THE PAYMENT REQUIREMENT?

- Did you **APPLY** any indicated **PAYMENT AWARD**?
- Did you **SELECT** a **PAYMENT OPTION** to pay the remaining **BALANCE**?
- Did you **ENTER** your **CREDIT CARD** or **E-BANKING INFORMATION**?
- Did you receive a **RECEIPT** for your **CREDIT CARD** or **E-BANKING INFO PAYMENT**?

**IF YOU ANSWERED 'NO' TO ANY OF THE ABOVE STATEMENTS
YOU HAVE NOT COMPLETED THE PAYMENT PROCESS
AND YOUR REGISTRATION WILL BE CANCELLED**

You must call our office *within 24 business hours of registration* to rectify the matter.

UC Bursar/Registration Operations 315-443-4135