

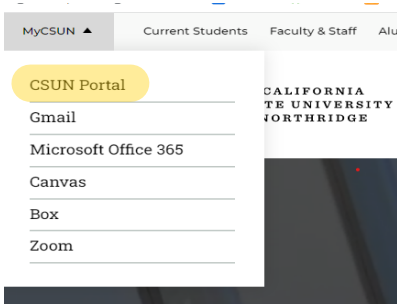


University Cash Services CASHNet International Payments

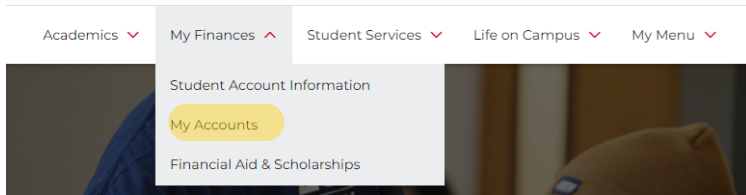
Bayramian Hall Lobby
Phone: (818) 677-8000 Option 1
Fax: (818) 677-4911
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HOW TO PAY BY FOREIGN CURRENCY

1. Log in to *myCSUN* on the CSUN website and select CSUN Portal.



2. Select the **My Finances** tab and select **My Accounts** from the drop down menu



3. Select the **Make a Payment** link on the **My Accounts** page.



Student Account Essentials

Make a Payment

4. Select **CSUN Payment**. EXL (Extended Learning) Students should select **Tseng College Payment**.

CSUN Student Account Information					
Student Account Information -- Jun 30, 2015 12:56:30 PM					
Term	Charge Type	Total Charges Outstanding	Anticipated Aid	Future Charges	Current Balance Outstanding
Summer Term 2015	The Tseng College	\$50.00	\$0.00	\$0.00	\$50.00
Fall Semester 2015	Tuition and Other Fees	\$50.00	\$0.00	\$0.00	\$50.00
TOTAL		\$100.00	\$0.00	\$0.00	\$100.00
		Tseng College Payment	CSUN Payment		

5. Select the **Fee Details** link

Your account currently has the following charges:

Description	Amount
Tuition and Related Fees (2203-Spring Semester 2020)	\$3,486.00

6. Verify the payment amount is correct, followed by **Add to Basket** button.

Tuition and Related Fees
2203-Spring Semester 2020
Price: 3,486.00

To pay for this item, click the button below.

Add to Basket

7. Proceed by selecting **Checkout**.

Item Code	Edit	Delete	Amount
Tuition and Related Fees (2203-Spring Semester 2020)	Edit Item	Delete Item	\$3,486.00
Total Amount			\$3,486.00

Checkout

8. Select **Continue** button.

Make a Payment Online

*Important Student Fee Information: The CSU makes every effort to keep student costs to a minimum. Fees listed in published schedules or student accounts may need to be increased when public funding is inadequate to increase or modify any listed fees. All listed fees, other than mandatory systemwide fees, are subject to change without notice, until the date when instruction for a particular semester or quarter has begun. All CSU Chancellors, or the Presidents, as appropriate. Changes in mandatory systemwide fees will be made in accordance with the requirements of the Working Families Student Fee Transparency and Accountability Act (Sec 1602.1).

The University Cash Services front counter will accept cash, checks, money orders, and ATM/debit cards for payment. There are no transaction fees for these services. Payment may also be made via postal mail, or by payment, please remember to include your student I.D. number on your check or money order. Please do not mail cash or leave cash in the "drop-box".

- **Pay by Credit or Debit Card:**
CASHNet SmartPay accepts VISA, MasterCard, American Express and Discover card. A 2.65% service fee is charged to the cardholder when payment is made online using a credit or debit card.(31560, 124)
- **Pay by Bank Account:**
Pay by ACH (electronic check) using a U.S. checking or savings account. There is no service fee for this payment method.(31560, 125)
- **Pay with Foreign Currency:**
Select this payment method to pay by international wire transfer or other options provided by our partner Western Union Business Solutions when initiating payments originating in a foreign country.(31560, 300)
- **Pay by 529 Savings Plan**
Many but not all 529 Savings Plans can be used to make a payment via CASHNet - Transact. A \$10.00 service fee is charged to the account holder when payment is made online using a 529 savings plan. Please see the 529 Savings Plan list for more information.

Continue

9. Select the Country of Origin under **"Paying fees from"** drop down menu, followed by **Get a Quote** button.

Paying fees from

China

Amount Due

USD

CSUN

Get a quote

10. Select preferred currency payment method under “Choose a way to pay.”

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CHECKOUT

Step 1 of 4

1. Choose a way to pay

- Takes 3-4 days on average upon payment
- Send money from any bank in China, over the counter or via online banking
- Operated by
- Chinese ID required
- Payments made by the agents may result in failed transactions

54,702.01 RMB
7,500.00 USD

Select

- Takes 2-3 days on average upon payment
- Send money from any bank in China
- Operated by
- Chinese passport and ID required
- Amount due is an estimate. Final amount will be given at time of payment

54,736.25 RMB
7,500.00 USD

Select

- Takes 3-4 days upon payment
- Pay directly from your Alipay account
- Individual card limits may apply
- Chinese ID required

54,919.51 RMB
7,500.00 USD

Select

- Takes 2-4 days upon payment
- All debit and credit cards accepted
- Individual card limits may apply
- Chinese ID or passport required

55,153.32 RMB
7,500.00 USD

Select

- Takes 3-4 days upon payment
- Pay direct from your WeChat account
- Individual account limits will apply
- Chinese passport required

55,164.20 RMB
7,500.00 USD

Select

- Takes 3-4 days on average upon payment
- Make your payment from any bank
- Includes 0.8EUR bank fee
- Quote valid for 72 hours

7,689.15 EUR
7,500.00 USD

Select

Payment Details

Edit

How it works

[View more options](#)

11. Complete the Student Details section (Student/Payer ID = CSUN Student ID#), followed by **Next** button.

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CHECKOUT

Step 2 of 4

2. Student's Details

This is to identify the correct student details

Student/Payer ID *

123456

First Name *

Test

Last Name *

Test

Email Address (Update on following screen, CLICK NEXT) *

test@test.com

Next you will be asked for the payer's details

Next

Payment Details

Edit

California State University, Northridge
will receive 7,500.00 USD

You are paying 7,689.15 EUR

12. Complete all sections under “Payer’s Details.” Agree to term and conditions followed by **Proceed to Payment** button.

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CHECKOUT

Step 3 of 4

3. Payer's Details

We require this information to process your payment

Who will be making this payment?

Student

Someone else

Payer's personal details

Payer name *

Payer's email address *

This is to send confirmation of this payment

Payment Details

Edit

California State University, Northridge
will receive 7,500.00 USD

You are paying

14. Using the printed instructions, complete the payment at your bank or through your bank's online services. Your payment will **not** be complete until the bank has been instructed to transfer the appropriate funds based on instructions provided on the receipt page.

- A payment will **not** post to the student account until the funds have been received by CSUN.
- The instruction sheet is valid for 72 hours, even if US funds are being sent.
- Initiate a new wire payment if 72 hour window has expired.
- **Do not** use the same set of instructions more than once.

How to complete your payment

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This quote can only be used for one (1) payment and is valid until 07/11/2022 12:10:35 PDT

1

Generate a Quote

You have completed step one by generating a quote and you are on the way to sending your payment.

2

Log into your online bank account OR Go to your local bank branch

Use the below details to set up your payment online.

Take this page into your bank and they'll do the rest.
Important: you cannot pay by cash or cheque.



Bank Instructions

Please use all account details below and process a cross-border payment.

Payment reference **must** be included or your payment will not be processed.

Payment reference

EUSCA78785315395

Make sure the currency you have quoted is the currency you're going to send.

Currency Amount to be paid

EUR 7,689.15

Beneficiary

Name Custom House Financial (UK) Limited

Address 200 Hammersmith Road

Beneficiary Bank

Name Bank of America

Address 2 Park Place Hatch St, Dublin, Ireland

Note: Convera may use bank accounts held under the names of other legal entities, such as "Custom House Financial (UK) Limited," or "Western Union Business Solutions."

Account/IBAN IE54BOFA99006155797018

SWIFT BOFAIE3X

3

Track your payment

Please allow 5-7 business days for the money to reach your institution.

students.convera.com/#!/tracking

CSUN



Email us at: StudentSupport@convera.com

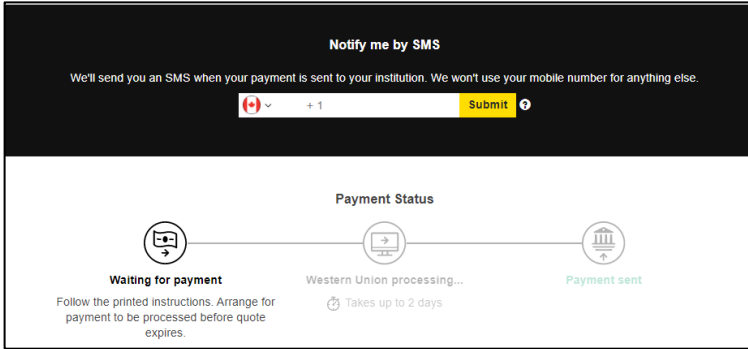
Please include payment reference number and proof of payment for prompt response and resolution.

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15. The attached letter is sent to your email along with the payment instructions. You may present the letter to your bank should they require more information regarding the University’s association with Convera.



16. To receive notifications from Convera regarding the status of your payment, you may submit a mobile number. Payment notifications will begin when Convera receives payment from your bank.



For additional information on payments visit the [How to Pay Your Fees](#) webpage.