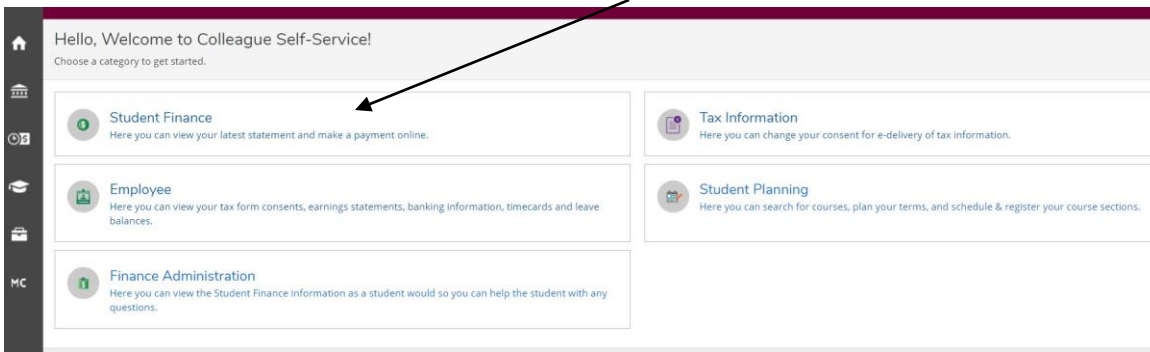
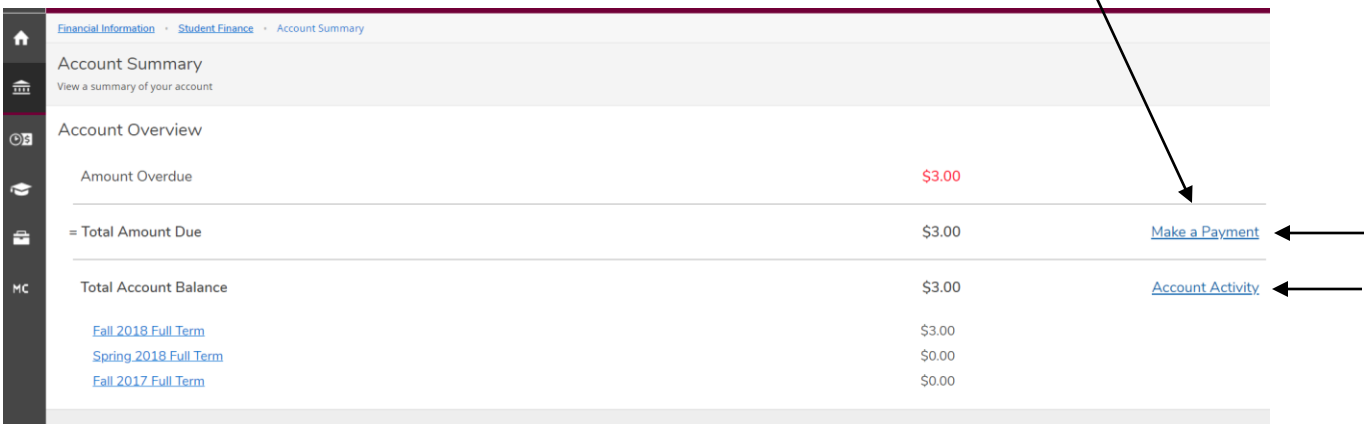


SELF SERVICE: Making a Payment

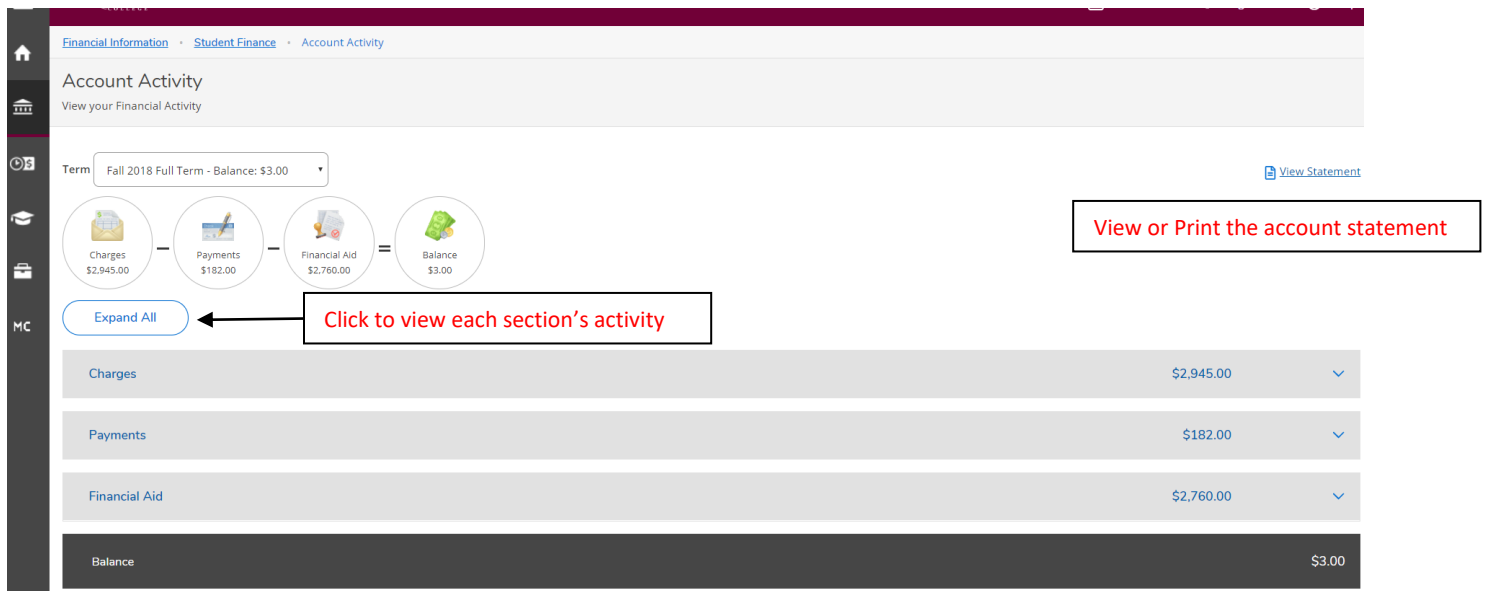
mcis.meredith.edu or “Self Service” – Opening page: Click *Student Finance*



Clicking Student Finance brings up the **Account Summary Page**. From here, you can click on **Make a Payment** or **Account Activity**



Account Activity page



The **Account Activity** page allows you to select a term (semester) and expand each item to view details about the account. The total balance currently due on the account shows in the dark grey “Balance” bar across the bottom of the page. In the upper right corner of the page, you can click on **View Statement** to view and print the bill.

Make A Payment page

Financial Information · Student Finance · Make A Payment

To make a Partial Payment, use the Collapse All or Expand All button to see all charges. Enter the amount you wish to pay and hit enter to change the payment amount.

Partial Payment instructions

Make a Payment
Use this page to make a payment on your account

Total Payment : \$3.00 Choose a Payment Method Proceed to Payment

Collapse All Click to Expand and open each term for details

Please Note: Amounts Due may include credit amounts.

Past (before 5/13/2019) \$3.00

Total Amount Due \$3.00

Financial Information · Student Finance · Make A Payment

To make a Partial Payment, use the Collapse All or Expand All button to see all charges. Enter the amount you wish to pay and hit enter to change the payment amount.

Make a Payment
Use this page to make a payment on your account

Total Payment : \$3.00 ECheck - Web Payment Proceed to Payment

Collapse All

Please Note: Amounts Due may include credit amounts.

Past (before 5/13/2019) \$3.00

Fall 2018 Full Term \$3.00

Select	Item	Payment Group	Date Due	Amount Due	Amount to Pay
<input checked="" type="checkbox"/>	Student Receivables	PMTW	12/1/2018 (Overdue)	\$3.00	\$ 3.00

Total Amount Due \$3.00

Click Collapse/Expand to show details by TERM.

When choosing a term, make sure the “Select” box is checked. Click on the “Amount to Pay” box and enter the amount you wish to pay (if different from the amount showing in the Total Amount Due bar across the bottom of the page) and hit the enter button on your keyboard. The “Total Payment” amount at the top of the screen should now match the amount you entered in the box. Choose your Payment Method and Proceed to Payment.

NOTE: Credit/Debit payments will incur a convenience fee. E-Check payments do NOT incur a fee, however, please verify the routing number as many banks require an electronic routing number for online payments.

NOTE: If you are on a payment plan, the Date Due will show as “Overdue”. This is a system default and *does not* mean your account is past due.

If you have further questions or are in need of assistance, please contact the Accounting Office at accounting@meredith.edu or call 919-760-8363.

Payments can be made in the Accounting Office 140 Johnson Hall via ***cash, checks, or money orders only***. Please be sure to include the Student ID number and name on the check. We are unable to take payments over the phone.

Payments can also be mailed to:

Meredith College
Office of Accounting
3800 Hillsborough St.
Raleigh, NC 27607

For general questions and information:

Accounting (Tuition)	760-8363
Financial Assistance (Loans/Scholarships)	760-8565
Health Services (Medical Insurance)	760-8535

Please reference the Student's ID number when leaving a voice message. Thank you!