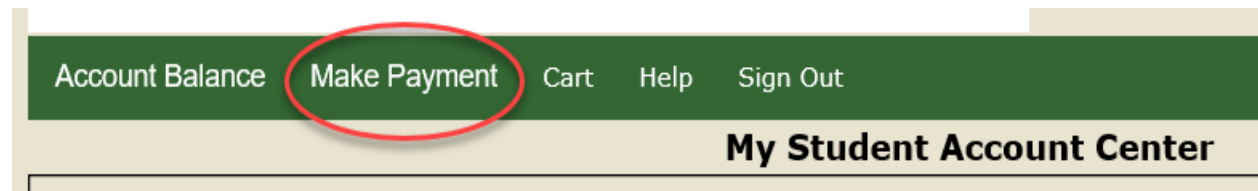


How to Make an Online Payment without Tuition Charges

1. Click on the **LaVerne Portal** and login with your user name and email password.
2. Click on **Financial Aid & Student Accounts**.
3. Click on **Student Account Services**.
4. Click on the **My Student Account Center**.
5. Click on **Make a Payment**.



6. Click on **Pending Charge**

Please select one or more of the optional fees below:

Description	Price	View
<u>Appeal Fee - Graduate</u> Paid when academic appeal has been approved.	\$50.00	View Details
<u>Appeal Fee - Undergraduate</u> Paid when academic appeal has been approved.	\$50.00	View Details
<u>Pending Charge</u> To be used by students who do not currently have an open tuition balance.		View Details

7. Select the **Term** you want to make a payment towards.
8. Enter the desired dollar amount (**Price**)
9. Select **Add to Cart**

HOME

Pending Charge

To be used by students who do not currently have an open tuition balance.

****NOTICE** Pending Charge should only be used by students who do not currently have an open tuition balance.**

*Term:

Winter 2019 ▼

Price:

To pay for this item, click the button below.

Add to Cart

10. Review the **Cart** and select **Checkout**

Cart

Item Code	Edit	Delete	Amount
Pending Charge	Edit Item	Delete Item	\$100.00
Total Amount			\$100.00

Cart

Checkout

11. Enter credit card Information and **Continue Checkout**

Enter credit card information

Credit Card Number

Expiration Month

Select Month

Expiration Year

Select Year

Cardholder Name

Address

City

State/Province/Region

Zip/Postal Code

Country

United States

Email Address

We accept:

(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

12. Confirm payment information and **Submit Payment.**

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

Items Selected	Amount
Pending Charge	\$100.00
Total Amount	\$100.00

Payment Information	
Credit Card Number:	Visa XXXXXXXXXXXX1602
Expiration Date:	0519
Cardholder Name:	
Address:	
City:	
State/Province/Region:	CA
Zip/Postal Code:	
Country:	United States
Email Address:	

Submit Payment