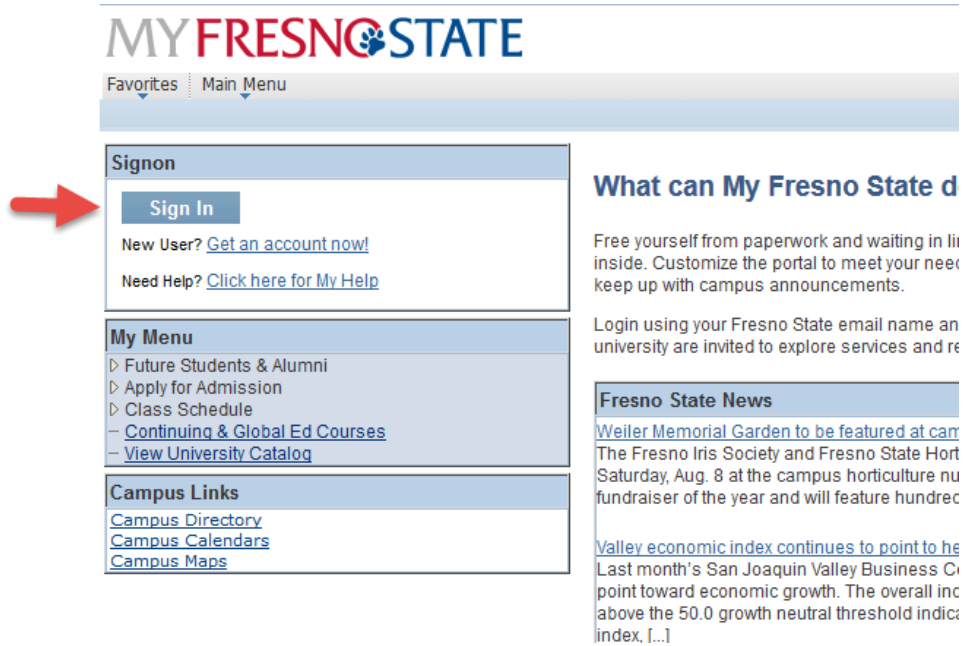


International Foreign Transfer (IFT) Instructions

1. Go to <https://my.fresnostate.edu> and “Sign In”:



The screenshot shows the My Fresno State website interface. At the top, the logo "MY FRESNO STATE" is displayed. Below the logo, there are navigation links for "Favorites" and "Main Menu". A red arrow points to the "Signon" section, which contains a "Sign In" button. Below the "Sign In" button, there are links for "New User? Get an account now!" and "Need Help? Click here for My Help". To the right of the "Signon" section, there is a "What can My Fresno State do" section with text about customizing the portal and logging in with a Fresno State email. Below that, there is a "Fresno State News" section with two news items: "Weiler Memorial Garden to be featured at campus" and "Valley economic index continues to point to high".

2. Sign In:

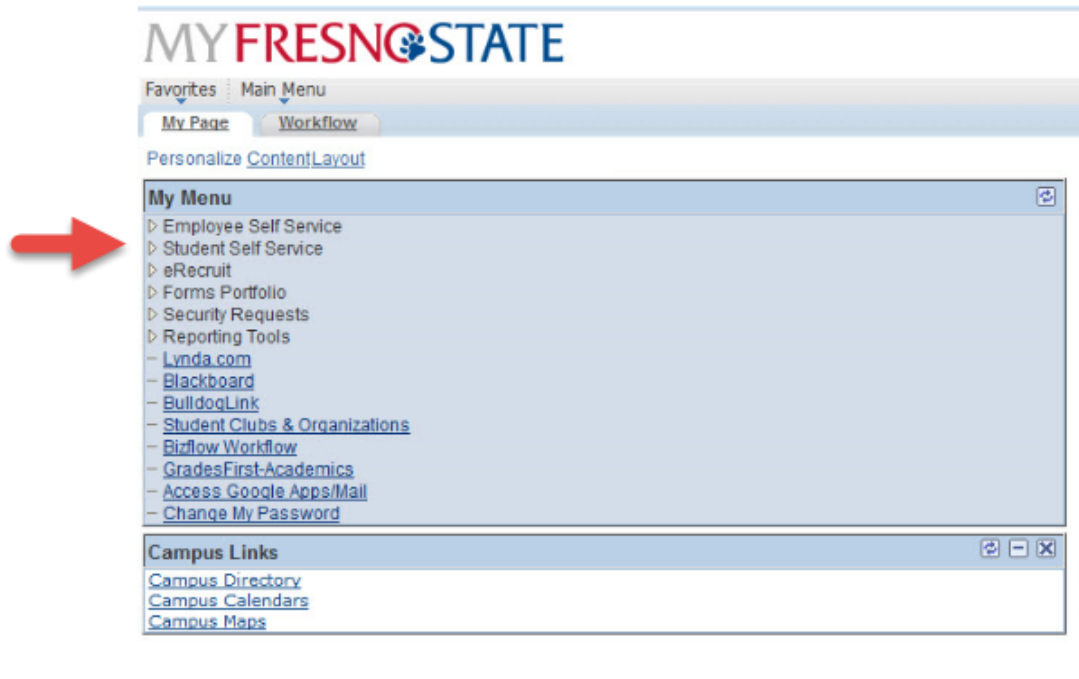


The screenshot shows the Fresno State Campus Login Services page. At the top, the Fresno State logo is displayed with the tagline "Discovery. Diversity. Distinction." Below the logo, there is a search bar with a "Go" button. The main heading is "Campus Login Services". Below the heading, there is a login form with the following fields:

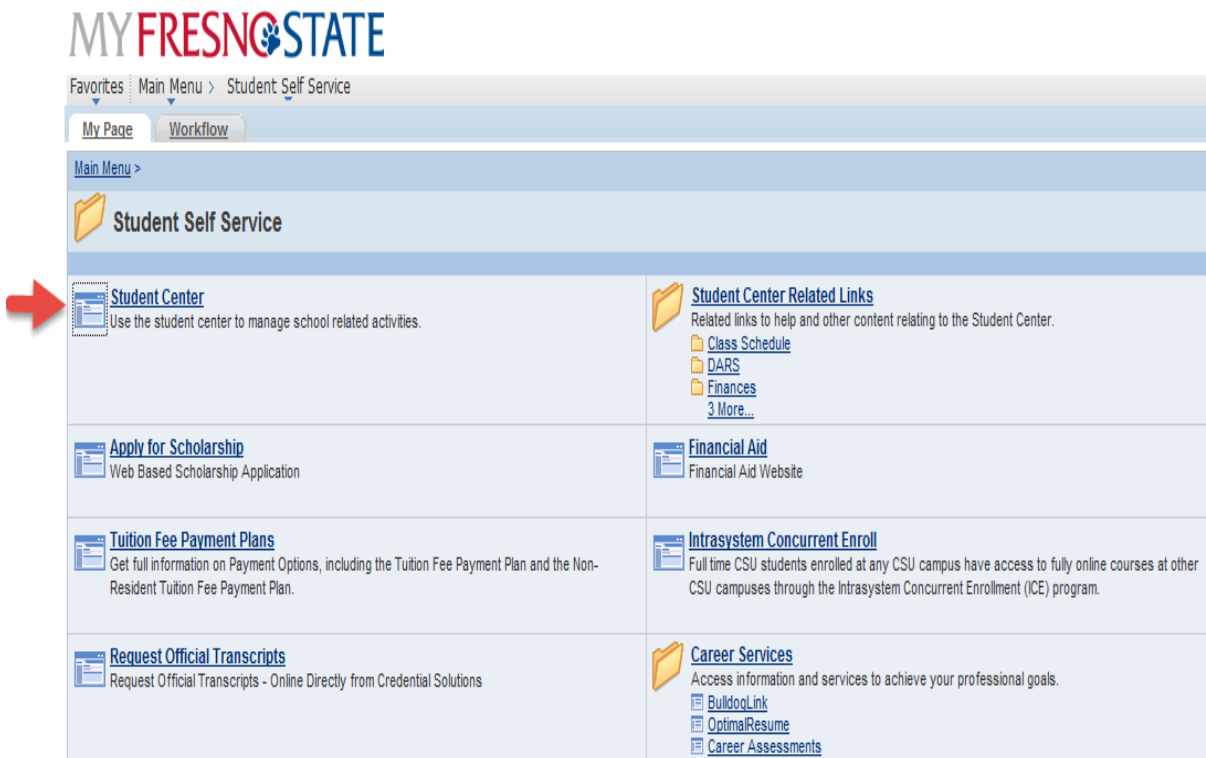
Username:	<input type="text"/>
Password:	<input type="password"/> (I forgot my password)
<input type="button" value="Login"/>	

Below the login form, there is a section titled "Need an Account?". Under this section, there is text for "Faculty and Staff" that reads: "Request your Fresno State email account now to gain access to email, calendaring, My Fresno State, Blackboard, Wi-Fi access, and services only available to employees. Once you have your employee account, you can optionally sign up for a personal account [here](#)."

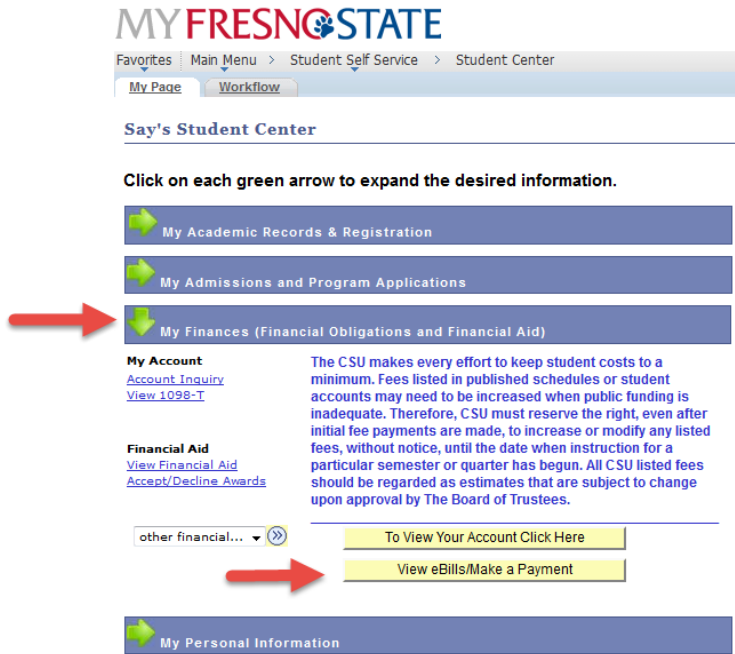
3. Go to “Student Self Service”:



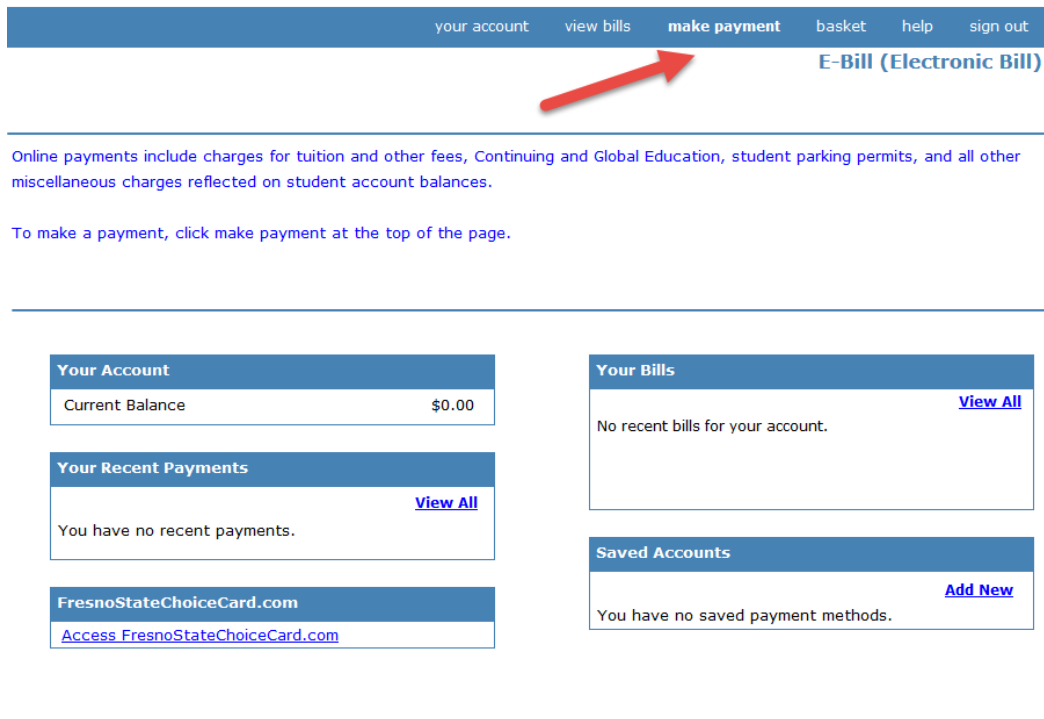
4. Select “Student Center”:



5. Click on green arrow “My Finances”:
 - Click on “View eBill/Make a Payment”



6. It will then open a new CASHNet page. Select “Make Payment”:



Please refer to your Account Summary for details. Questions regarding your account may be directed to Student Financial Services at (559) 278-2876. Questions regarding fees for enrollment in courses or programs offered by the Division of Continuing and Global Education should be directed to (559) 278-0333.

7. Select item(s) you will be paying for:

your account view bills **make payment** basket help sign out

E-Bill (Electronic Bill)

You do not have any outstanding charges at this time.

You can also purchase and make payment for:

Your Student Account

Parking Permit

This receipt is your temporary parking permit and is valid in green lots. Parking permits will be mailed to your Student Center mailing address within 7 business days. If you do not receive your permit within that time, please contact Traffic Operations at 559.278.2950.

Testing Fee

****NOTE**** You MUST register through the Testing Services website BEFORE you pay. Do not pay before completing your registration.

Please refer to your Account Summary for details. Questions regarding your account may be directed to Student Financial Services at (559) 278-2876. Questions regarding fees for enrollment in courses or programs offered by the Division of Continuing and Global Education should be directed to (559) 278-0333.

8. Once you have added the item(s) to you basket you will then select “Checkout”:

your account view bills **make payment** basket help sign out

E-Bill (Electronic Bill)

Item Code	Edit	Delete	Amount
Payment-General	Edit	Delete	\$7,632.50

Total Amount **\$7,632.50**

[Continue Shopping](#)



[Checkout](#)

Please refer to your Account Summary for details. Questions regarding your account may be directed to Student Financial Services at (559) 278-2876. Questions regarding fees for enrollment in courses or programs offered by the Division of Continuing and Global Education should be directed to (559) 278-0333.

9. Select the IFT (International Foreign Transfer):

your account view bills make payment basket help sign out

E-Bill (Electronic Bill)

Select Method of Payment *

- SmartPay - Credit Card** (American Express, Discover, Master Card and Visa)
(There is a 2.75% service charge on all payment transactions if paying through this method.)
- E-Pay - Electronic Check**
(There are no service charges if paying through this method.)
- IFT - Pay with Foreign Currency**
(International Foreign Transfer - The exchange rate for your chosen currency against the US Dollars will be valid for 72 hours. Your transaction will remain pending until a payment is made and settled through a designated Western Union Agent. Your outstanding balance will not reflect this payment until settlement occurs.)
- Fresno State Choice Card - OneAccount**
(There are no service charges if paying through this method.)

Continue Checkout

Please refer to your Account Summary for details. Questions regarding your account may be directed to Student Financial Services at (559) 278-2876. Questions regarding fees for enrollment in courses or programs offered by the Division of Continuing and Global Education should be directed to (559) 278-0333.

10. Enter the information with the “*” that appears next to it. After you read the Terms & Conditions check mark the box to confirm and proceed:

your account view bills make payment basket help sign out

E-Bill (Electronic Bill)

Enter Foreign Currency Information

Country: Australia *

Currency: AUD - Australian Dollar *

	Currency	Rate	Total
Base Currency	US Dollar, USD	-	7,632.50
Convert To	Australian Dollar, AUD	1.40	10,677.10

Remitter Name: *

Email Address: *

WESTERN UNION
business solutions

Terms & Conditions

- The following screens will provide you with the bank account details for settling to California State University - Fresno C/O Western Union. You will need to print this document.
- Then, you will need to take the document to your bank and instruct them to make the payment as soon as possible.
- The rate is valid for 72 hours from the time which will be

Yes, I have read and understood the above information and wish to proceed. *

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

Continue Checkout

Please refer to your Account Summary for details. Questions regarding your account may be directed to Student Financial Services at (559) 278-2876. Questions regarding fees for enrollment in courses or programs offered by the Division of Continuing and Global Education should be directed to (559) 278-0333.

11. Confirm the information then “Submit Payment”:

your account view bills **make payment** basket help sign out

E-Bill (Electronic Bill)

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

Items Selected	Amount
Payment-General	\$7,632.50
Total Amount	\$7,632.50

Payment Information

This payment will not be complete until you have instructed your bank to transfer the appropriate funds, based on the instructions that will be provided as a link on the receipt page. The conversion rate you have been quoted will be effective for 72 hours. Please visit your bank and initiate the transfer of funds within this time period.

Selected Currency:	Australian Dollar
Selected Country:	Australia
Foreign Currency Total:	AUD 10,677.10
Student Name:	Student Name
Remitter Name:	Remitter Name
Email Address:	Email address will appear here

[Submit Payment](#)

Please refer to your Account Summary for details. Questions regarding your account may be directed to Student Financial Services at (559) 278-2876. Questions regarding fees for enrollment in courses or programs offered by the Division of Continuing and Global Education should be directed to (559) 278-0333.

12. Once the payment is submitted you will receive a quote and instructions in PDF format from Western Union Business Solutions and a confirmation email from Fresno State regarding your “Pending” payment.

IMPORTANT: Your payment will not be complete until you have instructed your bank to transfer the appropriate funds, based on the instructions that will be provided as a link on the receipt page. The conversion rate you have been quoted will be valid for **72** hours. Please visit your bank and initiate the transfer of funds within this time period.

13. After you have instructed your bank to transfer the appropriate funds and upon receipt by Western Union Business Solutions, Western Union Business Solutions will then transfers your funds to Fresno State and the funds will then be applied to your student account. Please keep in mind this can take two to five business days after your local bank initiates payment to Western Union Business Solutions.

14. Check your student account two to five business days after your local bank initiates payment to Western Union Business Solutions to verify that the payment has posted to your student account.