1. Go to My Fresno State, [https://my.fresnostate.edu](https://my.fresnostate.edu) and “Sign In”

2. Go to “Student Self Service”

3. Select “Student Center”

4. Click on green arrow titled “My Finances.” Then click “View eBill/Make a Payment”
5. Select “Make Payment”

6. Select item(s) to pay:

7. After adding item(s) to your basket select “Checkout”
8. Select SmartPay (credit card) payment method:

![SmartPay payment method selection]

9. Enter information where the red asterisk * appears. Then click “Continue to Checkout”

![Enter credit card information]

10. Checkmark the box to acknowledge Terms & Conditions. Continue to checkout.

![Checkmark Terms & Conditions]

11. Once the transaction is complete, you will receive a receipt of payment via email. Check your student account to verify the payment has posted.

Have questions? Need help? Please call Student Accounts at 559-278-2876