

Northeastern

ILLINOIS UNIVERSITY

Make an Online Payment

Step	Process										
1.	Access NEUport at http://neiuport.neiu.edu and log into your portal account.										
2.	Click on the Current Student tab.										
3.	In the My Account channel, click the link associated with the term for which you'd like to make a payment.										
4.	Scroll to the bottom of the page and click the Pay Online by Check or Credit Card link.										
5.	From the Quick View screen click Make a Payment . <div data-bbox="375 1115 1365 1650" data-label="Complex-Block"> <p>Quick View</p> <p>Current Account Status eBills Recent Payments and Credits Enroll in a Payment Plan Refunds</p> <p>Current Account Status</p> <p>Your current account balance, including recent account activity, is \$564.55. You can also view transactions and pay balances from previous terms.</p> <table border="1"> <thead> <tr> <th colspan="2">Current Account Status</th> </tr> </thead> <tbody> <tr> <td>Balance:</td> <td>\$564.55 View Current Activity</td> </tr> <tr> <td>Estimated Financial Aid:</td> <td>\$34.35</td> </tr> <tr> <td>Current Balance Including Estimated Aid:</td> <td>\$530.20</td> </tr> </tbody> </table> <p>Make a Payment</p> </div>	Current Account Status		Balance:	\$564.55 View Current Activity	Estimated Financial Aid:	\$34.35	Current Balance Including Estimated Aid:	\$530.20		
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Balance:	\$564.55 View Current Activity										
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6.	Click the Pay icon at the right. <div data-bbox="375 1732 1365 1837" data-label="Table"> <p>Most Recent Billing Statement</p> <table border="1"> <thead> <tr> <th>Account Description</th> <th>Statement Date</th> <th>Statement Amount</th> <th>Current Balance*</th> <th>Action</th> </tr> </thead> <tbody> <tr> <td>Student Account Statement -- Payment Due On 03/31/2010</td> <td>03/26/2010</td> <td>\$1,772.10</td> <td>\$530.20</td> <td>Pay </td> </tr> </tbody> </table> <p><small>* Current balance includes activity since your last statement, including recent payments and new charges.</small></p> </div>	Account Description	Statement Date	Statement Amount	Current Balance*	Action	Student Account Statement -- Payment Due On 03/31/2010	03/26/2010	\$1,772.10	\$530.20	Pay
Account Description	Statement Date	Statement Amount	Current Balance*	Action							
Student Account Statement -- Payment Due On 03/31/2010	03/26/2010	\$1,772.10	\$530.20	Pay							

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7. Select a payment method from the drop-down menu and click **Go**.

Select Payment Method

Payment Method:

8. Enter a payment amount, select the payment date and then click **Continue**.

Step 1: Select a Payment Method **Step 2: Payment Options** Step 3: Payment Confirmation

Payment Method		Payment Options	
Payment Method:	MC charge	Select a term for this payment:	Fall 2009
Account Number:	xxxxxxxxxxxx5454	Payment Amount:	\$ 800
Expiration Date:	09/ 12	Memo:	
		Payment Date:	05/05/2010
<input type="button" value=" << Back"/>		<input type="button" value=" Continue"/>	

9. At the Payment Confirmation screen click **Submit Payment**.

Step 1: Select a Payment Method Step 2: Payment Options **Step 3: Payment Confirmation**

Payment Method		Payment Options	
Payment Method:	MC charge	Payment Date:	05/05/2010
Account Number:	xxxxxxxxxxxx5454	Memo:	--
Expiration Date:	09/ 12	Term Selected:	Fall 2009
		Payment Amount:	\$800.00
		Change these values	
<input type="button" value=" Cancel"/>		<input type="button" value=" Submit Payment"/>	

10. Review your Payment Confirmation and click **Log Out**.

Important Information | Ask for Help | [Log Out](#)

Logged in as: **Steven A. Pajak**

eBills **Payments** Payment Plans Refunds Authorized Users My Profiles

[Make a Payment](#) [Payment History](#)

Thank you for your payment. We will send you a confirmation e-mail with payment details. For a record of all your payments, please see the Payment History.

Payment Confirmation	
Payment Date:	Wednesday, May 05, 2010
Payment Time:	03:08:10 PM CDT
Name of Payee:	Northeastern Illinois University
Name on Card:	steve pajak
Account Number:	xxxxxxxxxxxx5454
Amount Paid:	\$ 800.00
Description:	Student Account Payment
Student Name:	Steven A. Pajak
Confirmation Number:	20100505000001
Authorization Code:	150807
Merchant ID:	XXXXYYZZZ