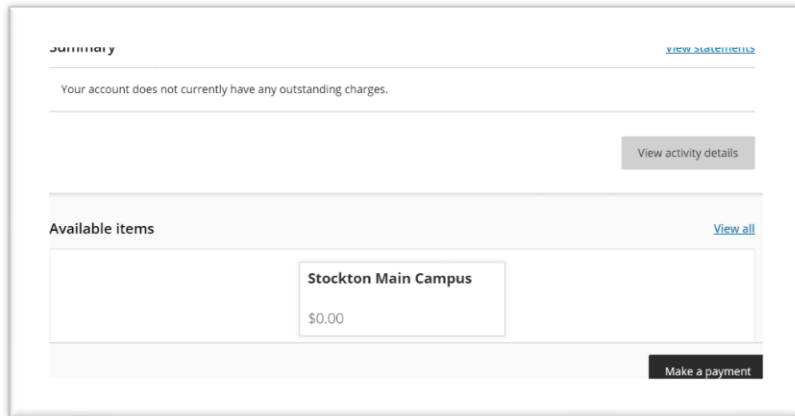


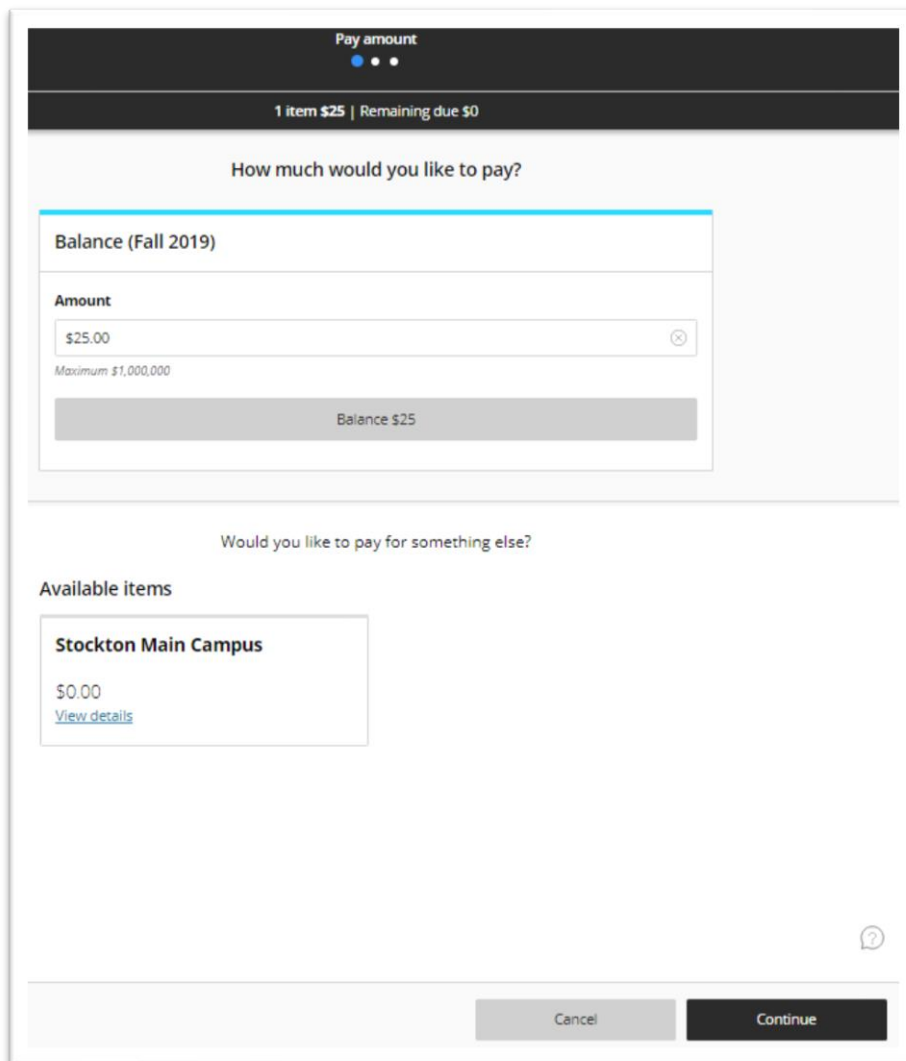
## How to Pay Online as an Authorized User

1. Log in to ePay using your username and password.
2. Click on “Make a Payment” on the bottom right of your screen.



The screenshot shows the 'Summary' page of an ePay account. At the top, it says 'Your account does not currently have any outstanding charges.' Below this is a 'View activity details' button. The 'Available items' section lists 'Stockton Main Campus' with a balance of '\$0.00'. A 'View all' link is next to the items list. At the bottom right, there is a 'Make a payment' button.

3. Enter, review, and verify payment amount before clicking **Continue** on the bottom right.



The screenshot shows the 'Pay amount' screen. At the top, it says '1 item \$25 | Remaining due \$0'. The main question is 'How much would you like to pay?'. Below this is a form with a 'Balance (Fall 2019)' section and an 'Amount' input field. The input field contains '\$25.00' and has a 'Maximum \$1,000,000' note below it. A 'Balance \$25' button is visible. Below the form, it asks 'Would you like to pay for something else?' and shows 'Available items' including 'Stockton Main Campus' with a balance of '\$0.00' and a 'View details' link. At the bottom, there are 'Cancel' and 'Continue' buttons.

4. Confirm payment amount once again and select Payment Method using drop down menu. You will be asked to enter your account information before submitting payment.