

Payment Portal - Student Payments > My Fees and Student Invoices

Visa or Mastercard Payment

Southern Cross University now has an online Payment Portal which is the quickest and easiest way to pay your fees. Please find detailed steps below for your reference:

1. Go to **Payment Portal** - <https://payments.scu.edu.au>
2. Select **My Account**
3. Select **SCU Login**
4. Enter your **SCU login details**
 - a. **Student ID or Username**
 - b. **Password (same as My Enrolment (same for MySCU, Email etc))**
 - c. **Select Login**
5. Select **Payments > Menu > Student Payments > My Fees and Student Invoices**
6. Your details will be validated and you will see the message **Processing your request, please wait**
7. All your open invoices due within the next 100 days will display
8. Enter amounts you wish to pay against each invoice you wish to pay
 - a. Ticking the tick boxes to the far left will auto populate the full invoice amount for you
 - b. Alternatively you can manually enter an amount in the **Amount** field for each invoice
9. Select **Add to Cart**
10. Select **Process Payment** from bottom of screen
11. Select the second tile **Visa or Mastercard**
12. Enter the following details
 - a. Name on Card
 - b. Card Number
 - c. Expiry Date – MM YY
13. Select Submit
14. Enter your **Security Code (CVV)**
15. Then Select **Pay Now**
16. Payment will be processed and receipt will display on the screen.
17. Sign out of account

Step 2 – Select My Account



[Payment Home](#) [My Account](#)

▶ Payments

Payments

Search...

> Menu

Step 3 - Select SCU Login

[SCU Login](#)

Don't have an account?

- Securely register credit card details
- Check out faster
- View past and future payments
- View receipts and invoices
- Store multiple delivery addresses

_____ or _____

Email

Step 4 – Enter you SCU Login Details



Username **A**

Password **B**

C [Forgot Password?](#)

Student Administration Services

Step 5 - Select Payments > Menu > Student Payments > My Fees and Student Invoices

Payment Home My Account Sign Out

Payments Menu Student Payments

Tip for Students: Logging in to **My Account** with your SCU Login offers more personalised and convenient features.

Search...

My Fees & Student Invoices

Pay an Invoice

Pay on Account

Step 8 - Enter amounts you wish to pay against each invoice you wish to pay

- Ticking the tick boxes to the far left will auto populate the full invoice amount for you
- Alternatively you can manually enter an amount in the **Amount** field for each invoice





1	Invoice No	Invoice Date	Invoice Total	Due Date	Amount Due	Amount
<input type="checkbox"/>		06/03/2019	\$3,150.00	05/03/2019	\$3,150.00	\$3,150.00
<input type="checkbox"/>		25/03/2019	\$151.00	25/03/2019	\$151.00	\$151.00
Student ID Total					2	\$0.00

Step 11 – Select Visa or Mastercard

Payments Menu Student Payments

Payment Method

This is a list of different ways you can pay for your selections. To proceed, please select one of the following.

 <p>Create New Stored Payment Method Credit Card or Pay Pal</p>	 <p>Visa or Mastercard Pay using your card without creating an account</p>	 <p>Western Union (Global Pay for Students) International Payment Options via bank, credit card and eWallets</p>	 <p>PayPal Pay with PayPal</p>
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Step 12 and 13 – Enter Details and Submit

Payment Card Details

Number	INVP00008795
Amount	\$154.00
Email	

Card Information

Name on Card

A

Card Number

B

Expiration Date

C

Cancel

Submit


Select a different payment method

Step 14 & 15 – Enter CVV and Pay Now

Review and Confirm

Number	INVP00008799
Amount	\$1.00
Email	
Name	Guest
Card Number	535316...3066
Expiry Date	07/21

Security Code (CVV)

 What's this?

Amount Payable

\$1.00



Pay Now

Select a different payment method