



# HOW TO MAKE YOUR PAYMENT

Paying tuition with PayMyTuition is safe, fast, and convenient. Follow the simple steps below to complete your payment:



### **ACCESS THE PAYMYTUITION PORTAL**

Access the <u>myTRU</u> Student Portal homepage and select the "Make a payment" tile. Follow the instructions on-screen to sign into your student portal. Upon signing in you will be redirected to the <u>PayMyTuition</u> Payment Center. Select the "Make a Payment" button to initiate your transaction.



#### **SELECT PAYMENT METHOD**

Review the payment options provided and select your preferred payment method. Payment options include **email money transfer**, **bill pay**, **direct debit**, **EFT**, **wire transfer and credit card**.



## **ENTER YOUR DETAILS**

Enter some basic information including your student number. We will include this information with your payment for easy identification of your payment by the Thompson Rivers University team.



# MAKE YOUR PAYMENT

Follow the instructions provided to send your funds to **PayMyTuition** via your selected payment method.



## TRACK & CONFIRM

Track your payment by logging into your **PayMyTuition Dashboard** at any time. Receive SMS texts, email status updates, and confirmations of when your payment has been delivered.



Paymy tuition

U.S. & Canada tall free: 1 855 663 6839

U.S. Local: +1 201 209 1939 Canada Local: +1 905 305 9053 Email: support@paymytuition.com Web: www.paymytuition.com





Secure



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Support