
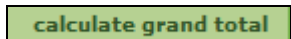
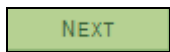
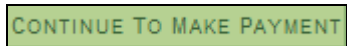





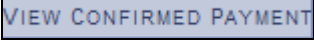


Make a Card Payment

Step	Action
1.	Click the Make a Payment link. 
2.	Enter the amount you wish to pay in the the Payment Amount field. In this example enter a valid value e.g. " 500 ". Please note all payments are made in Pounds Sterling.
3.	Click the Calculate Grand Total button. 
4.	Click the Next button. 
5.	Click the Continue to Make Payment button. 
6.	Select the payment method. In this example select to pay by VISA . 
7.	Enter your card number in the Card Number field. In this example enter a valid value e.g. " 4111111111111111 ".
8.	Enter the cardholder name into the Card Holder Name field. In this example enter a valid value e.g. " Ms Maggie Marshall ".
9.	Select the card expiry month. In this example select 12 . 
10.	Select the Card Expiry year. In this example select 2012 . 
11.	Enter CVV in the CVV field. For more information click 'What is CVV?' In this example enter a valid value e.g. " 737 ".
12.	Click the Continue button. 
13.	Click the Pay button. 

Step	Action
14.	Click the View Confirmed Payment button. 
15.	Congratulations. You have successfully made a card payment If you were unable to make a card payment please contact the Student Services Enquiry Team in the Fraser Building. End of Procedure.