

# Paying the Bill

This article has been adapted from the Finance and Administration page from the oregonstate.edu website  
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On October 5th, the first bill for the Fall 2016 term will be posted to your student's account. A notification email will be sent to your student's OSU email once a new statement is ready, and can be accessed by logging on at <http://mybill.oregonstate.edu>. An example of the email reads: "Your new billing statement has been issued and is now available for viewing at the following web site address: <http://mybill.oregonstate.edu>."

This site is available 24 hours a day to make paying the bill more convenient. Students must use their ONID username and password to log into the site and pay their bill. Students can also set up an authorized user who can sign in to the account and make payments on their behalf. Authorized users on the website have the ability to view the student account statement, billing and payment history. Users can also print the bill in addition to pay online via eCheck. Your student can add a user simply by following the instructions on the myBill website after clicking the "authorized user" tab. There is no limit to the number of authorized users on an individual account.

Please note that OSU does NOT send a paper copy of the bill through the mail; however, billing statements can be printed from the <http://mybill.oregonstate.edu> website.

There are 3 options for payment:

## **eCheck with myBill**

Once logged on, the myBill website will immediately guide the user through the process of making a payment. Have your bank routing and account number available. Checking account information can be saved so that it does not need to be reentered each time before making a payment.

Authorized users will not be able to view bank account information, nor will they be able to view the students' and other authorized users' bank account information.

## **Credit Cards**

Your student is also given the option through [MyOSU](#) to make credit card payments on their bill. Once logged on to [MyOSU](#):

Select "Paying for College"  
Select "Pay My Bill"  
Select "Pay with Credit Card"

(NOTE: an additional convenience fee is added when paying with credit card)

## **In Person**

Checks can be mailed to the address: OSU Cashier's, PO BOX 1086, Corvallis, OR 97331  
Checks may also be dropped off in the Cashier's Office dropbox in Kerr Administration, or  
payments can be made in person via check or cash at the Cashier's Office.

Please note that statements will be sent on the 5<sup>th</sup> day of each month. In addition, an interest rate of 1% is assessed on unpaid balances following the 1st day of the next month.

For more information or to access Frequently Asked Questions, visit –

<http://fa.oregonstate.edu/business-affairs/answers-frequently-answered-questions-student-finance>

For specific instructions on how to use MyBill, visit --

<http://oregonstate.edu/dept/fa/businessaffairs/studentfinance/eBill/instructions.php>