

**Making Your Initial Payment via Credit Card**  
**(Mastercard, American Express and Discover only)**  
**\*2.75% fee using a Credit Card for payment**

1. Navigate to <http://my.sjsu.edu>.

Enter SJSU ID number and password, and then click on **Sign In** button.

2. Click on **Self-Service** on the left-hand side menu list.

3. Click on **Campus Finances** on the left-hand side menu list.

4. Click on the **SJSU Payment Options** button on the main screen.

5. Click on **Student Account Options**.

A new window will open.

6. Click on the **Deposits** tab on the very top, grey menu bar.

7. Choose "**Initial Hsg Pmt c/c**" from the drop-down menu. Click on **Select**.

8. Enter the payment amount.

*New Incoming Residents: \$600(required) + \$ 85.00 for Frosh Start (if applicable)*

9. Click on **Make Deposit Payment**

10. In the drop-down box that says "—Select Payment Method—"

select **Credit Card via PayPath**.

11. Click on **Continue to PayPath**

A new window will open.

12. A message will display notifying you that a 2.75% fee for using a credit card will be issued. Click **Continue**.

13. Verify Payment amount. Then, click **Continue**

14. Enter the following Credit Card Information:

- a. Name on Card
- b. Billing street address
- c. E-mail address
- d. E-mail address confirmation
- e. Phone Number
- f. Card type
- g. Card Account Number
- h. Card Expiration Date
- i. Card Security Code.

15. Click **Continue**.

16. Please confirm payment information.

17. Click **Submit Payment**

*Your receipt will be displayed. You will also receive a confirmation e-mail.*