**How to Pay Your Fees Online – Paying Your Fees Completes the Registration Process**

**Do You Have a Negative Balance? Follow these steps:**

Step 1: Log on to Self-Service Banner

Step 2: Click on “Enter Secure Area”

Step 3: Enter your Banner ID and PIN

Step 4: Click on “Student”

Step 5: Click on “Student Accounts”

Step 6: Click on “Account Detail by Term”

Step 7: Select term and click “Submit”

Step 8: If “Current Due net of Authorized Financial Aid and Memos” is NEGATIVE, review the “Financial Responsibility Policy” and Click Accept.

You have completed the registration process. Print this page for your records.

**If you have a Positive Balance continue to scroll**