
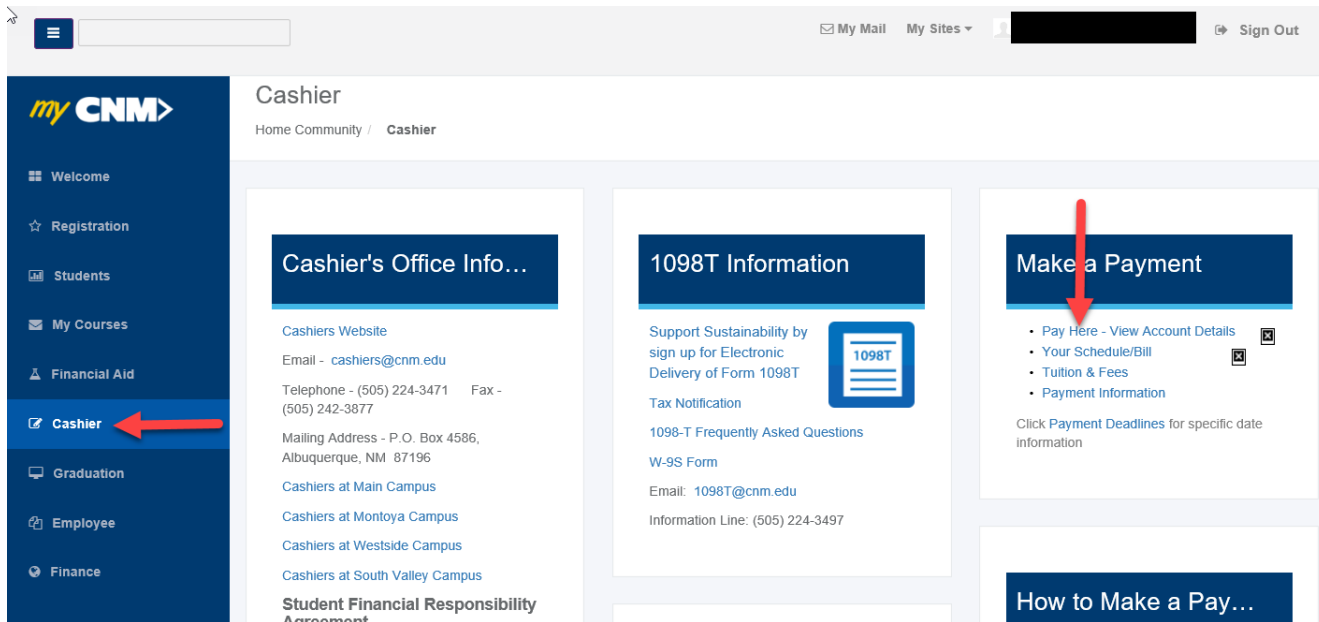


# Making a Payment in the Student Account Center

Begin by logging into your  at CNM.edu

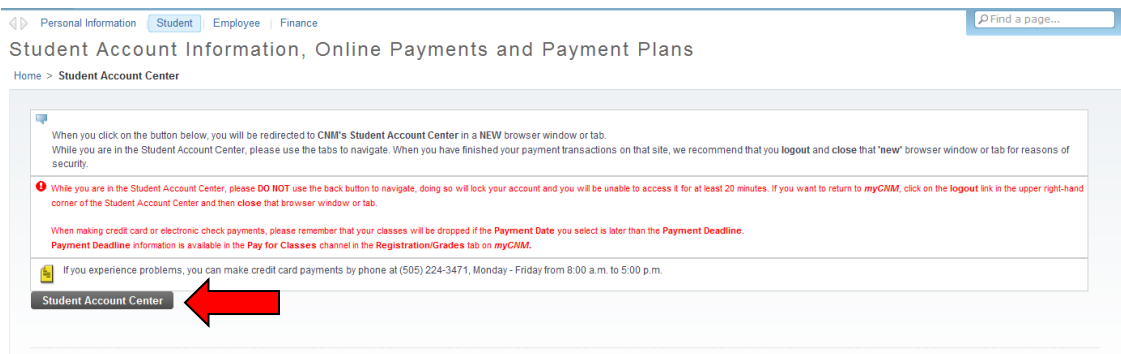
Click on the Cashier Link. Then Click on Pay Here, in the Make a Payment box.

If the left side menu is not visible, click box  in upper left corner



The screenshot shows the myCNM Cashier page. The left sidebar menu includes: Welcome, Registration, Students, My Courses, Financial Aid, **Cashier** (highlighted with a red arrow), Graduation, Employee, and Finance. The main content area is titled 'Cashier' and includes: 'Cashier's Office Info...' with contact details; '1098T Information' with a '1098T' icon; and 'Make a Payment' with a red arrow pointing to it. Below 'Make a Payment' are links for 'Pay Here - View Account Details', 'Your Schedule/Bill', 'Tuition & Fees', and 'Payment Information'. A 'How to Make a Pay...' button is also visible.

Click on the Student Account Center button



The screenshot shows the Student Account Center page. The top navigation bar includes 'Personal Information', 'Student' (selected), 'Employee', and 'Finance'. A search bar is present. The main content area is titled 'Student Account Information, Online Payments and Payment Plans'. Below this, there is a 'Student Account Center' button highlighted with a red arrow. The page contains several informational messages and warnings.

You will be redirected into the CNM Student Account Center in a new browser window.  
Click on Make a Payment.

Announcement

**DO NOT USE THE BACK ARROW BUTTON TO NAVIGATE THROUGH THIS SITE.**

Doing so will cause your account to be locked for up to 30 minutes.

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**Welcome to the CNM Student Account Center**

Here you can view recent account activity, make payments or set up a Payment Plan. In addition, you can set up your parents or guardians to make payments on your student account.

**INSTRUCTION GUIDES ARE AVAILABLE FOR PROCESSING PAYMENTS AND SETTING UP PAYMENT PLANS ON THE CASHIERS WEBSITE.**

Student Account ID: [REDACTED]

Balance \$253.00

View Activity Make Payment

Payment Plans

Payment Plan Summer 2018 \$253.00

Description	Due Date	Amount	Action
Installment 1 of 2	6/1/18	\$126.50	
Installment 2 of 2	6/29/18	\$126.50	

Balance Not Included in Plan \$0.00

Select the term and click "Continue"

Account Payment

Amount Method Confirmation Receipt

Pay by term

Summer 2018

Covered by plan

Payment Date 4/23/18

Memo

Payment Total: \$0.00

Continue

Select Payment Method and Click "Select"

## Account Payment



**Amount** \$635.00  
Method

**Electronic Check** - Payments can be made from a personal checking or savings account.

**Debit and Credit Card** - We accept the following credit and debit cards.



Fill in Account Fill In Information and Click "Continue." Electronic check:



**Amount** \$635.00  
Method

### Account Information

\* Indicates required fields

You can use any personal checking or savings account.  
Do not enter other accounts, such as corporate account numbers, credit cards, home equity, or traveler's checks.  
Do not enter debit card numbers. Instead, enter the complete routing number and bank account number as found on a personal check.

\*Account type:   
\*Routing number: (Example)   
\*Bank account number:   
\*Confirm account number:

\*Name on account:

### Refund Options

Only one account can be designated to receive refunds.  
 Check here if you would like refunds to be deposited into this account.

### Option to Save

Save this payment method for future use  
Save payment method as:

## Debit/Credit Card:

My Account   Make Payment   Payment Plans   Refunds   Help My Profile

### Account Payment

Amount   Method   Confirmation   Receipt

**Amount**   **\$1.00**

Method: Credit or Debit Card

**Account Information**

\* Indicates required fields

\*Card account number: [Redacted]

\*Name on card: [Redacted]

\*Card expiration date: 07 [Redacted]

**Option to Save**

Save this payment method for future use

Save payment method as: (example My CreditCard) [Redacted]

### Verify and Click "Submit Payment"

Please keep in mind that your classes will be dropped if the **Payment Date** you select is later than the **Payment Deadline**. Payment deadline information is available in the **Pay for Classes** channel on the **Registration/Grades** tab of **myCNM**.

Amount   Method   Confirmation   Receipt

Please review the transaction details, then submit your payment.

Payment Information	
Payment Amount	\$1.00
Payment Date	4/23/18 <input type="button" value="Calendar"/>

Paid To	
Central New Mexico Community College	

Confirmation Email	
Primary	[Redacted]

Selected Payment Method	
DISCOVER	
Account	[Redacted]
Billing Address	[Redacted]
<input type="button" value="Change Payment Method"/>	

Print the Payment Confirmation for your records

## Account Payment

Thank you for your payment. We will send you a confirmation e-mail with payment details. For a record of all your payments, please see the Payment History.



Amount



Method



Confirmation



Receipt

### Payment Receipt

Your payment in the amount of \$1.00 was successful. A confirmation email was sent to [REDACTED]@cnm.edu. Please print this page for your records.

Payment date:	4/23/18
Amount paid:	\$1.00
Transaction type:	Purchase
Student name:	[REDACTED]
Paid to:	Central New Mexico Community College UNITED STATES
Web address:	[REDACTED]

You will also receive a confirmation email at your cnm.edu email address confirming your payment.

This is an automated message to confirm that your payment has been submitted.  
Please note that this payment is subject to approval and final verification.

**IMPORTANT INFORMATION:** When making credit card or electronic payments, please keep in mind that your classes will be dropped if the Payment Date you selected is later than the Payment Deadline. Payment Deadline information is available in the Pay for Classes channel in the Registration/Grades tab on myCNM.

===== PAYMENT DETAILS =====  
Student Name --- [ [REDACTED] ]  
Student Account --- [REDACTED]  
Term --- [ Summer 2018 ]  
Payment Method --- [ [REDACTED] ]  
Amount --- [ \$1.00 ]