On-Line Wire Transfer Payments:

Making a payment

1. Open internet browser and browse to http://my.csuci.edu or connect through www.csuci.edu and click on the myCI icon.

2. On the sign-in page, enter your User ID and password to log in. Both are case sensitive. If you forgot your password click “Forgot Password.”

3. After you have logged into your myCI, a webpage containing your email, files, and records will be displayed. Under My Account click on “CI Records.” This link will take you to your self-service page.

4. To make a payment:
   a. Click on “Self Service” menu option.
   b. Click on “Campus Finances”
   c. Click on “Make a payment”
   d. Click on “Login to CashNet”

You have now entered the CashNet website:

If you need assistance making a electronic credit card payment, please use the Help menu on the bottom right of the page or contact the University Cashier’s Office at (805) 437-8810 or by email at sbs@csuci.edu.
**Wire Transfer:**

5. Click on the link that says “Make a Payment”

6. Specify how much you would like to pay
7. Click "Continue"

*CAUTION:* The system will allow you to pay less than the full amount of fees owed, but failure to pay all registration fees by the deadline will result in you being dropped from your classes.

8. Select "Foreign Currency" as your payment method
9. Note wire transfers are processed by Western Union and you will complete your transaction from the Western Union website
10. Click "Continue" to proceed to Western Union's website
11. Select your country and amount to be paid

12. Select payment method

13. Provide Student/Payer Details
14. Provide payer’s details

15. Print payment instructions and contact your bank or financial institution as soon as possible with the instructions

16. You will remain at the Western Union website until you close the browser