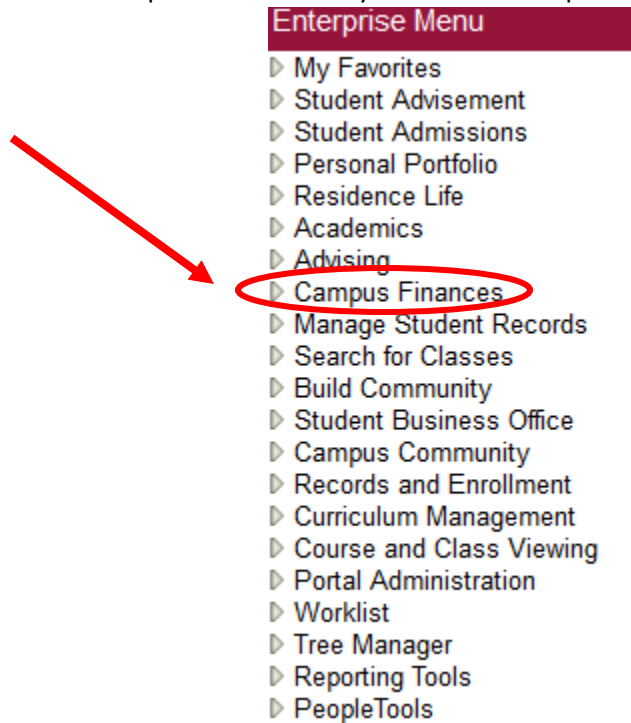


Making a Payment

1. Login in to LOCUS
2. On the main screen you will see the Enterprise Menu.
3. Click the tab/arrow under Campus Finances and you will see a drop down menu.



4. To View an up to date statement of your account, click "Account Summary By Term".
5. To Make a Payment, click "Make a Payment". You can pay by electronic check or by credit card. Additional charges may be applied.

