

# HOW TO MAKE YOUR PAYMENT

Paying tuition with PayMyTuition is safe, fast, and convenient. Follow the simple steps below to complete your payment:

## **1** TO BEGIN A PAYMENT LOG INTO YOUR **mySAIT** ACCOUNT

**For tuition or deposit payments:** Log into your **mySAIT** account and click on the “**myStudent**” tab. Once there, click on the “Financial Institution Outside of Canada” link to be redirected to the **PayMyTuition** portal to complete your payment.

**For new student deposit payments:** Log into your **mySAIT** account, click on the “**myApplication**” tab, and click on the “Financial Institution Outside of Canada” link to be redirected to the **PayMyTuition** portal to complete your payment.

## **2** SELECT PAYMENT METHOD

Review the payment options provided and select your preferred payment method. Payment options include bank transfers, debit/credit cards in your home currency, eWallet payments and other local options.

## **3** ENTER YOUR DETAILS

Enter some basic information including your student number. We will include this information with your payment for easy identification of your payment by the Southern Alberta Institute of Technology team.

## **4** MAKE YOUR PAYMENT

Follow the instructions provided to send your funds to **PayMyTuition** via your selected payment method.

## **5** TRACK & CONFIRM

Track your payment by logging into your **PayMyTuition Dashboard** at any time. Receive SMS texts, email status updates, and confirmations of when your payment has been delivered.



 **Paymytuition**  
POWERED BY MTFX

U.S. & Canada toll free: 1.855.663.6839

U.S. Local: + 201.209.1939

Canada Local: + 905.305.9053

Email: support@paymytuition.com

Web: www.paymytuition.com



**Great rates**



**Secure**



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