Instructions for making payments for the Spring/Fall Registration.

1. Log on to www.sdsu.edu/sas

2. Click on On-Line Student Account Services

3. Enter student id/ password or for parents/other authorized users, click on the blue text to the right of the login screen.

4. Click on the “make payment” button on the top bar.

5: Click on the Session you want to pay (i.e. Fall, Spring, etc…)

6: Now select the items you want to pay (i.e. parking, registration fees, id etc…. ) and each time, click on the button “Add to Basket”.

7: Once you’re finish ‘Shopping” click on the “Checkout” button.

8: Select your payment method (i.e. Credit Card, Electronic Check & Checking) and click on the button “Continue Checkout”.

9: Fill out the required information and click on “Continue Shopping”.

10: Review your payments and accounts, if done, click on the ‘Submit Payment” button.

11: You can now print a receipt by clicking on the “View Printable Receipt” button and/or have the receipt email by clicking on the “Email Another Receipt” button.

12: If you’re done, you can now click on the button “sign out”.
(If you need to continue, click on the “your account” button.)