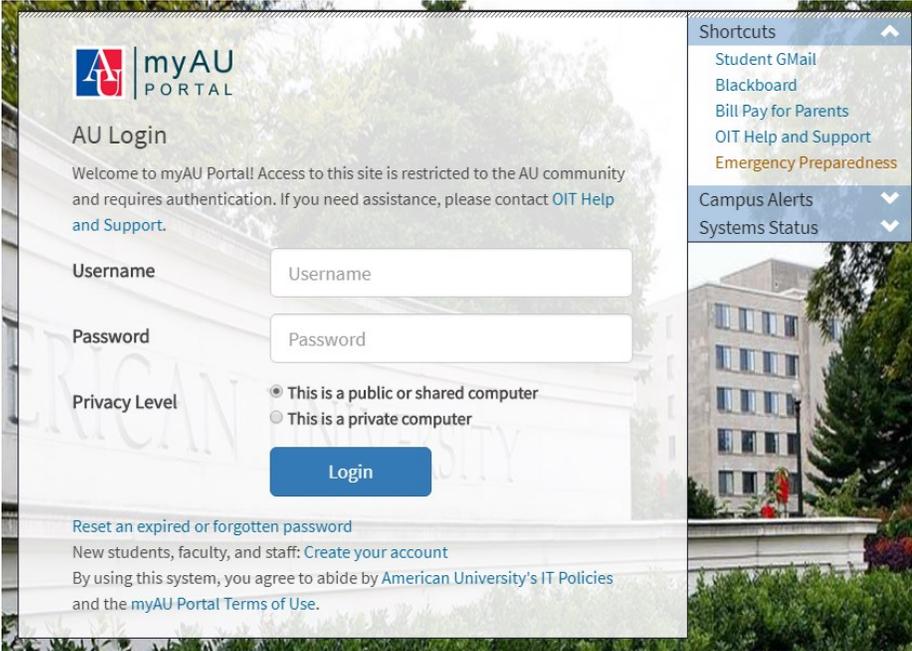
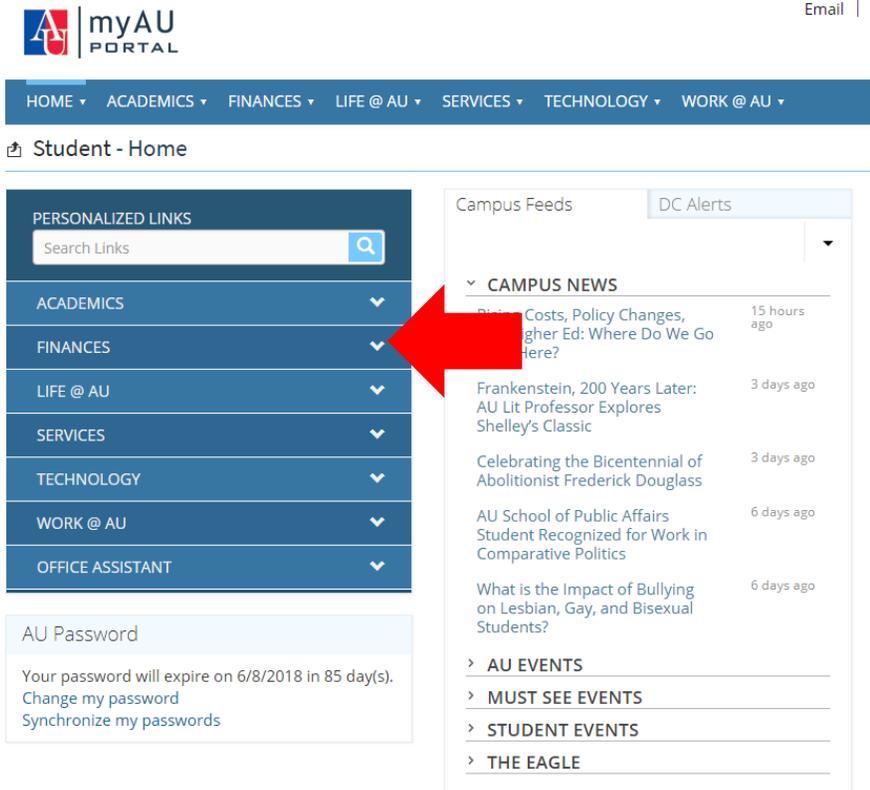


How to Make an Online Payment

1. Login at <https://myau.american.edu>



2. Click “Finances” on the left, underneath “Personalized Links”



3. When a drop down menu of options appears, select “Eagle Service – Financial Information”

The screenshot shows a vertical navigation menu on the left with the following items: MAIN MENU (with an up arrow), FINANCES (with a down arrow), 1098T Electronic Consent, 1098T Information, 1098T Tax Forms, ACH Bank Information, Alternative Break e-Payment, Ameriplan, Annual Giving, Budget Office Website, Eagle Endowment, Eagle Finance for Students, Eagle Service - Financial Information (highlighted in light blue), and EagleBucks.com (Review Current Meal Plan and Eaglebucks Balances). To the right is a 'CAMPUS NEWS' section with several news items and their dates. Below the news are sections for 'AU EVENTS', 'MUST SEE EVENTS', 'STUDENT EVENTS', and 'THE EAGLE'. A large red arrow points from the 'Eagle Service - Financial Information' menu item towards the right.

4. Click on “Student Finance”

The screenshot shows a header area with a green circular icon containing a white dollar sign on the left. To its right, the text reads 'Student Finance' in a large purple font, followed by 'Here you can view your latest statement and make a payment online.' in a smaller purple font.

5. Select your method of payment and click “Proceed to Payment”

The screenshot shows an online payment interface. At the top, there are tabs for 'Make A Payment' and 'Account Activity'. Below the tabs, the text 'Make your Payment below' is displayed. A yellow alert box contains the following text: 'Alert: Please contact the Admissions Office for any questions you may have related to seat tuition or housing deposits, contact AU Central at 202-885-8000 for any other questions. To find more information about Eagle Finance please click on the link below. Student Accounts'. Below the alert, there is a 'Total Payment:' label with a red arrow pointing to a dropdown menu labeled 'Choose a Payment Method'. The dropdown menu is open, showing options: 'Choose a Payment Method', 'Check (eCheck)', 'Discover CC', 'Master Card CC', and 'Visa CC'. To the right of the dropdown is a 'Proceed to Payment' button with a red arrow pointing to it. Below these elements is a table for the 'Fall 2014 Reporting Term' with a total amount due of \$250.00. The table has columns for 'Select', 'Item', 'Payment Group', 'Date Due', 'Amount Due', and 'Amount to Pay'. The 'Amount to Pay' column has a text input field with a dollar sign. At the bottom right, it says 'Total Amount Due: \$250.00' and 'Top of page'.

For more information about paying your tuition deposit or course tuition, contact the AU Central office via email at AUCentral@american.edu, by phone at 202-885-800, or in person in Room 201 of Asbury Hall. For more information, please visit: <https://www.american.edu/finance/studentaccounts/Online-Payments.cfm>

For all other questions and concerns, please do hesitate to contact our office at elta@american.edu or +1 (202) 895-4970.