## How to make an international payment

- Due to federal laws (<u>FERPA</u>), parents, guardians and others don't automatically have access to the bill. You must be an authorized payer. Students can authorize payers on the Tuition & Fees card in Buff Portal.
- Tuition bills are only online. No bills are mailed.
- Students access the bill in <u>Buff Portal</u> and authorized payers access the bill in <u>CUBill&Pay</u>.
- Fall bills are available online around mid-August. Spring bills are available online around mid-January.
- The fall payment due date is Sept. 5. The spring payment due date is Feb. 5.
   See <u>Billing and Due Dates</u> for more information.
- Questions? Contact the Bursar's Office at <u>bursar@colorado.edu</u> or 303-492-5381. We're happy to help!



Step 1: Students log in to <u>Buff Portal</u> (buffportal.colorado.edu). Authorized payers log in to <u>CUBill&Pay</u>, select **View & Pay Accounts** and proceed to <u>step 5</u>.

ederated Ide	ntity Service	
Log in to <b>Buf</b>	f Portal	
IdentiKey Username	(example: chbu1234)	
IdentiKey Password		
l og In	Advanced Settings	
5		



Step 2: If you don't see the Tuition & Fees card right away on the main view, go to the search field on the left and type "tuition," then click **Tuition & Fees**.

University of Colorado Boulder									Buff I	Portal
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_ Search Buff Portal tuition X	]	🔔 Holds & To-Do's	ር <sub>ይ</sub> ጾ		C	Class Sche Spring 2025	dule		රු <sub>ස</sub> ස	*
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💮 Transportation		Your Classes				Ja	nuary 13 ·	- 17		
Direct Deposit for Tuition & Fee Refunds		Spring 2025 V	☆			Mon 1/13	Tue Wee	d Thu 5 1/16	Fri 1/17	
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Education Abroad					11 4	M				
Class Registration Guide		You currently have enrollment dates classes.	e no assigned for Spring 2025 >		12 F	²M PM				
면 Dining		View Registration &	Advising Card Group		2 F	M				
😂 Apply for Graduation	•				3 F	M				•



### Step 3: Click View Balance/Pay Bill.

Gruniversity of Colorado Boulder			Buff Portal
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لُ Holds & To-Do's ది జ²	Class Schedule Fall 2024 ▼ ☆ e <sup>2</sup>	Fall 2024 ▼	Enrollment Dates
① 0 Holds >	Waitlisted	View Class Schedule Add a Class 2	Fall 2024 Enrollment Date: April 2, 2024 3:00PM - >
□ 0 To-Do's >	Coday     Day     5-Day     List	LAND 4114-001 Landscape Architecture Theory (Lecture) >	June 13, 2024 11:59PM
	October 14 - 18	TuTh 2:00PM - 3:15PM	View Registration & Advising Card Group
💲 Tuition & Fees 🛛 ☆	Mon         Tue         Wed         Thu         Fri           10/14         10/15         10/16         10/17         10/18	LAND 3003-001 Site Planning, Materials, and Technologies (Lecture)	2 Buff Info Heln
FL View Balance/Pay Bill >	Other	TuTh 3:30PM - 4:45PM	
	8 AM 800-850 800-850 LAND 3100 LAND 3100 850-1520 850-1520	LAND 3100-020 Studio 2: Intermediate Landscape	Live Chat 🗵
Account Setup >	9 AM LAND 3100 LAND 3100 - ENVD 360 - ENVD 360	Architecture (Lecture) > MW 8:00AM - 8:50AM	
	10 AM		About Buff Into Help 🗸
	11 AM	LAND 3100-021 Studio 2: Intermediate Landscape Architecture (Laboratory) >	Contact Buff Info Help
No announcements at this time.	12 PM	MW 8:50AM - 12:20PM	Sub-492-4636
A Mara Itoms	1 PM +HUMN 160 160 160 160 160 160 160 160 160 160	WRTG 3020-063 Topics in Writing: Writing on	☑ buffinfo@colorado.edu
+ more itellis >	2 PM 200-315 LAND 4114 - ENVD 120 - ENVD 120	Music (Seminar) TuTh 12:30PM - 1:45PM Grade Replacement Evaluated - eligible	? Send CU a Question 3



### Step 4: Click View/Pay Bill.

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	are charged in addition to and separate from main campus tuition and fees.	n your	2 PM		2:00 - 3:15 LAND 4114		2:00 - 3:15 LAND 4114		MUSIC (Seminar) TuTh 12:30PM	) I-1:45PM ent Evaluated - elici	ible	>	③ Sen	d CU a Ouestion 团		
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	View/Pay Bill 🗵		4 <b>M</b>	ore Items					Genera	al Academic Da	ates					
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Step 5: You will see options for main campus (CU Boulder Tuition and Fees) and CU Boulder Online/Continuing Education. Click **Pay CU Boulder Tuition and Fees** to pay for main campus classes. Pay for Continuing Education classes separately. The process is the same for both campuses.

opens at the beginning	of each semester/term. See Payment Plans and click Enrollment	Dates for more information.) View Account Details <b>(</b>
	Online/Continuing Education Tuition And Fees	
\$20,632.13	Current Activity Current Balance:	\$0.00
vember 08, 2022	Latest Statement	
cember 05, 2022	No current statement available.	
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	ccount Details \$20,632.13 rember 08, 2022 sember 05, 2022 \$20,001.17	spens at the beginning of each semester/term. See Payment Plans and click Enrollment   ccount Details ()   CU Boulder Online/Continuing Education Tuition And Fees   \$20,632.13   \$20,632.13   Current Activity Current Balance: Latest Statement   cember 08, 2022   \$20,001.17



#### Step 6: Select amount to pay and click Next-Payment Method.

		example	<b>▲</b> P
ake Payment	1 Payment Information	2 Payment Method	3 Payment Confirmation
Paying CU Boulder Main Campu equired fields are marked with an *	us Tuition And Fees		
Select Amount to Pay * <ul> <li>Current Balance: \$20,632.13</li> <li>Statement Balance: \$20,001.17</li> <li>Pay Other Amount</li> </ul>		Due Date 12/05/2022	
••••••••••••••••••••••••••••••••••••••	Total amount to pa	ay: \$20,632.13	
	Next - P	ayment Method	



#### Step 7: Click Proceed to Vendor Site.

	example					
Make Payment   Payment Information	2 Payment Method	3 Payment Confirmation				
Select A Payment Method						
Credit / Debit Card transactions for University of Colorado System are processed by Neinet Campus Commerce, USA. enter credit / debit information eCheck enter eCheck information International Student Payment Flywire	Payment Method Disclosure: The following service fees apply to CU Boulder Main Campus     Credit / Debit Card - 2.85%	s Tultion and Fees:				
Payment Information Recap						
Total Amount         Paying CU Boulder Main Campus Tuition and Fees       \$20,63         Notification for International Payment	12.13					
By choosing this option and clicking "Proceed to Vendor Site", you will be sent to an internat	onal payment provider website to complete your payment.					
Total amount to pay: \$20,632.13 Proceed to Vendor Site						



Step 8: Select the country or region you are paying from and click Next.





Step 9: Select your preferred payment method by clicking Select.





Step 10: Enter the payer information by filling out the required fields.

Flywire will give you an option to create an account to keep track of your payment.

Check the box next to Receive text notification on your payment status, if desired.

When the fields are complete, click **Next**.

	Payer infor	mati	on example
() Please provide the d	etails of the person who	se card/ba	ink account will be used to pay.
(*) required field			
Email * emailaddress@gmail.com		First name * Mama	,
Middle name		Family name Buffalo	2 *
Address 1* 123 Colorado Ave		Address 2	
<sup>City</sup> * Boulder		State / Pro	ovince / Region 🗸
Zip code / Postal Code 80309		+86 🗸	Phone number * 3035551212
		Receive status	e text notifications on your payment
I would like to receive emai	Is from Flywire about fut ad agree to the Flywire Te	ure discour	nts, promotions and offers e and Privacy Policy
← Previous			Next $\rightarrow$



Step 11: Enter the contact, payment and student information.

Click Next.

#### example Information for University of Colorado Boulder (\*) required field **Contact Information** The person filling out this form is \* $\sim$ Family member **Payment Information** Payment Type \* $\sim$ Student account payment Student Information Student ID First Name \* Ralphie Last Name \* Middle Name Buffalo Student Email Address \* Date of Birth \* 01/01/1966 rabuXXXX@colorado.edu ← Previous Next $\rightarrow$



# Step 12: Review the payment information and click **Pay**.

Review and confirm payment information						
		example				
Payment information	You will send CNY146,981.18					
	University of Colorado Boulder will \$20,632.13	receive				
	Country or region China					
Payment method	You selected (VISA - Debit/Credit in RMB)					
Payer information	First name Mama	Middle name -				
	Family name Buffalo	Address 1 123 Colorado Ave				
	Address 2 -	City Boulder				
	State / Province / Region	Zip code / Postal Code 80309				
	Country China	Phone number +86 3035551212				



Step 13: Your payment is pending.

Follow the instructions to complete the payment process.

University of Colorado Boulder		Help	Log in 🛞 English 🗸
	Please initiate your payment of cNY146,981.18 no later than your <u>Flywire due date</u> of October 18,	2024.	example
Status 🔴 Payment pending	Payment ID UCB324044179 🔞		
You send to Flywire CNY146,981.18 inclusive of our fees () R Flywire is w receive yo	vaiting to ur funds.	University of C	olorado Boulder receives \$20,632.13 点
		Add this p Flywire ac	ayment to your count Add payment
You will be taken to the part	<b>Complete your payment</b> ner's processing platform to complete this payment. Once it is done, you will be redirected to this page again.	Log in manag	or Sign up to e your payment:
	Pay with (VISA - Debit/Credit in RMB)	🖉 Edit payı	ment details ifications
		🖉 Cancel p	ayment

