

PrinBill Payment Example:

Log in to the account at www.prinbill.com with your student SSB log in or with your authorized user email address and password. Click on the green “Make a Payment” button in the Current Account Status Box.

PrinBill

Need help: Click here for contact information
Logged in as:

My Account Payments Payment Plans eBills

Account Activity My Profiles Authorized Users

Account Alerts
No alerts at this time.

Announcements

To View eBill:
Look under Statements (to the right) and click on [A new bill](#).
Note: If eBill doesn't open, you may need to temporarily disable your Pop-up Blocker.

Hours of Operation: 7 days a week from 6:30 a.m. to 1 a.m. Central Time.

Scheduled Maintenance:
PrinBill is normally unavailable until 1 p.m. (Central time) on the second and third Saturdays of the month for regular maintenance.

My Account

Current Account Status

Current Balance:

[Make a Payment](#) [View Account Activity](#)

Statements

eBill Statement

A new bill for PrinBill was delivered on 6/30/11.

Account Type:

Statement Date:

Bill Amount:

Click on the “Make a Payment” green button in the Account Payment Box.

PrinBill

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My Account Payments Payment Plans eBills

Account Payment Payment History

Account Payment

Account Payment

Current balance includes activity since your last statement, including recent payments and new charges.

Current Balance: \$36.25

Current Statement Amount: \$36.25

[▶ Make a Payment](#)

Note: Your Current Balance reflects updated account activity since the last eBill statement was generated at the end of the prior month. The Current Account Balance could be different than the Current Statement (eBill) Amount if you made a payment, or if your student incurred additional charges.

Be sure to click to fill in the circle radio button next to the amount you would like to pay. You can also edit your amount and payment date as needed. The memo line is optional (like the memo line on a paper check). When you have completed the amount and date for your payment, click the green "Continue" button.

The screenshot shows the PrinBill website interface. At the top, the logo 'PrinBill' is on the left, and 'Need help: Click here for contact info' and 'Logged in as:' are on the right. Below the logo is a navigation bar with tabs for 'My Account', 'Payments', 'Payment Plans', and 'eBills'. Underneath, there are sub-tabs for 'Account Payment' and 'Payment History'. The main content area is titled 'Account Payment' and contains a section for 'Payment Amount'. Under this section, there is a 'Select Payment' area with a radio button selected next to 'Current account balance: \$36.25'. To the right of this, there is a text input field containing '36.25' and a 'Payment Date:' field containing '7/18/11'. Below these fields is a 'Memo:' label and an empty text input box. A green 'Continue' button is located below the 'Current account balance' option. At the bottom of the form, there are three expandable sections: 'Payment Method', 'Payment Confirmation', and 'Payment Receipt', each with a right-pointing triangle icon.

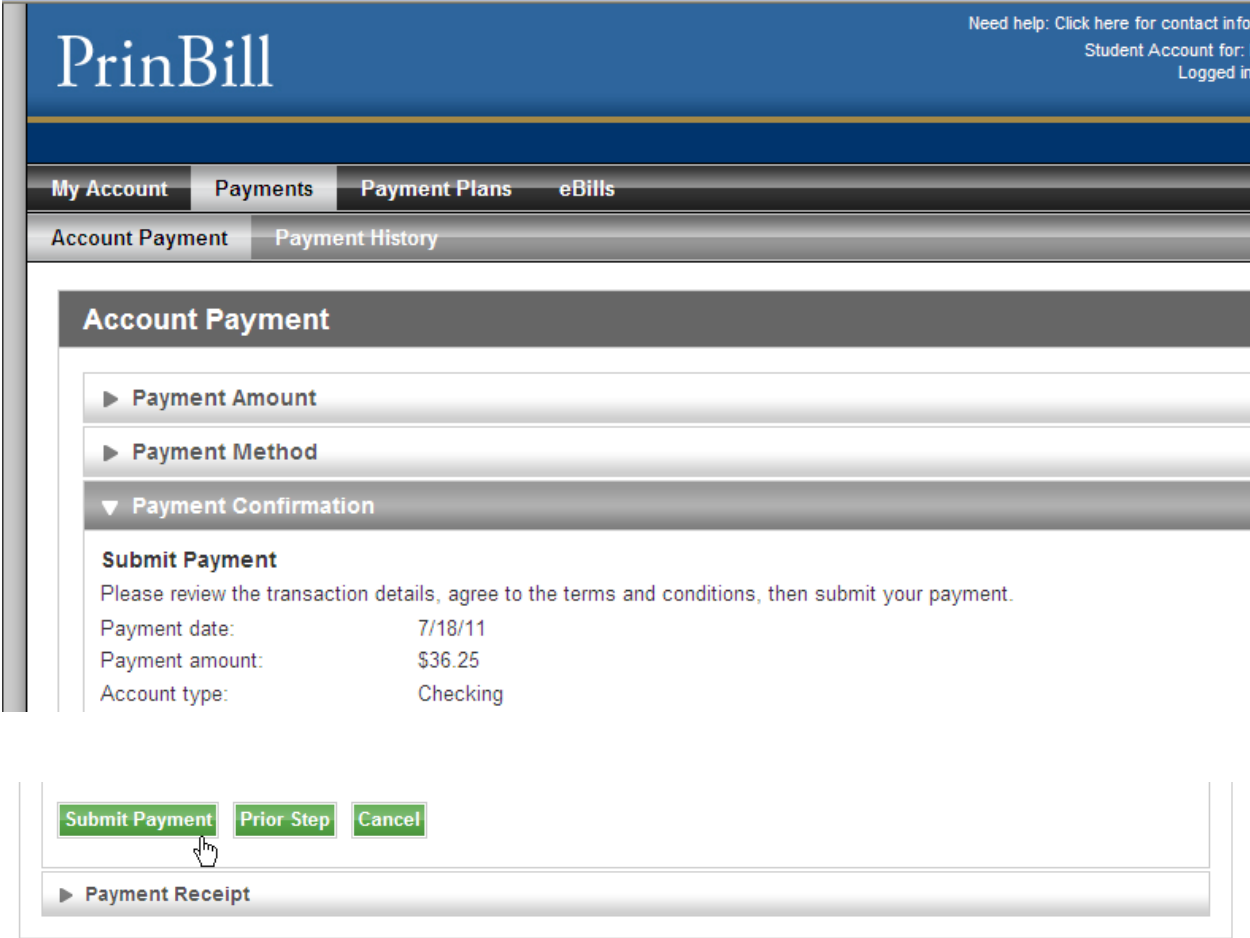
[Instructions continue on the next page →]

Choose your saved payment method from the drop down menu, or enter your personal checking or savings account bank account routing number and account number. To make a credit card payment, choose Credit Card via PayPath. Continue by clicking on the green "Select" button.

The screenshot shows the PrinBill website interface. At the top, the logo "PrinBill" is on the left, and "Need help: Click here for contact info" and "Logged in as:" are on the right. Below the logo is a navigation bar with tabs for "My Account", "Payments", "Payment Plans", and "eBills". Underneath, there are sub-tabs for "Account Payment" and "Payment History". The main content area is titled "Account Payment" and contains several sections: "Payment Amount", "Payment Method", "Payment Confirmation", and "Payment Receipt". The "Payment Method" section is expanded, showing a "Select Payment Method" form. The form includes a "Payment amount" of \$36.25 and a "Payment method" dropdown menu currently set to "Select Payment Method". A green "Select" button is positioned below the dropdown. A note states: "*Credit card payments are handled through PayPath™, a tuition payment service, unless scheduled for a future date." Below this note, there are "Prior Step" and "Cancel" buttons. A mouse cursor is pointing at the dropdown arrow.

[Instructions continue on the next page →]

Review your information in the Payment Confirmation box and click on the green "Submit Payment" box to process your payment.



If your payment processes successfully, you will receive a Payment Receipt with the payment information summary that you can print for your records. PrinBill will also send you a confirmation email.

Thank you!!