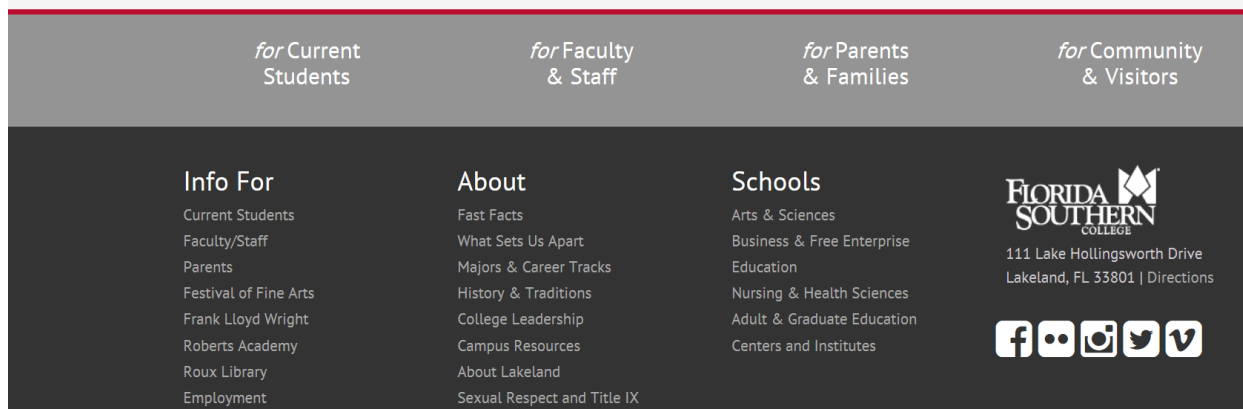
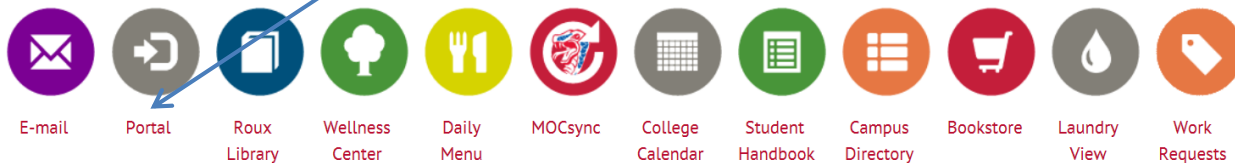


Instructions for Online Payments

From the FSC homepage (www.flsouthern.edu), scroll to the bottom of the page and click “for Current Students”

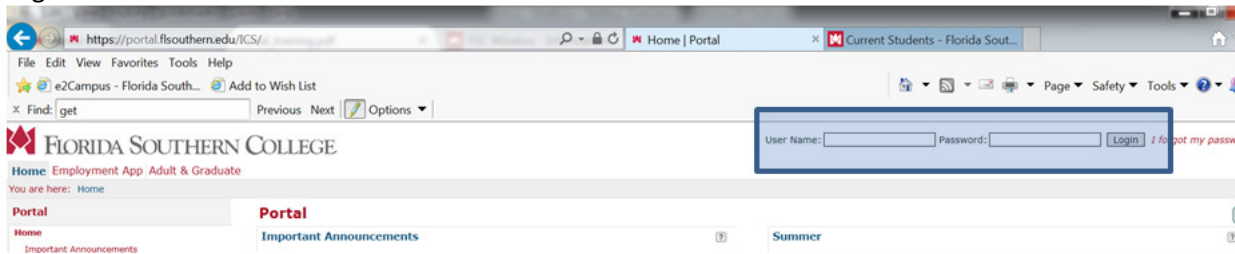


Then click “Portal”



(Or go directly to <https://portal.flsouthern.edu/ICS/>.)

Enter your FSC ID number as your “User Name” and the password given to you either through admissions or by the Registrar’s Office.



Click on the “Students” tab. Then click on “Financial Info” in the left-hand menu.



Students

[Advising Info](#)

[Financial Info](#)

[Community Living](#)

Students

[Student Schedule](#)

[All My Courses](#)

[Course History](#)

[GPA Projection](#)

Students

Student Schedule

Course Schedule for Sample Frog Student

2015-2016 - Undergraduate Spring - All Divisions

Course	Title	Meets
--------	-------	-------

No Courses to display.

This screen has a link to your balances and a link to CASHNet to make on-line payments.

Financial Info

Payment Directions ?

Web payments may be made by clicking on the link 'Go to CASHNet' link on the Financial Info page. This is a new payment processing company that FSC is working with to ensure the greatest level of security for your on-line payments. Any payments will be processed and reflected on your account immediately.

Parent payments: you can now click on the 'Go to CASHNet' link and set up logins for your parents or others to make payments on your behalf without giving them your portal login information.

You (and your parents) can choose to save credit card information to use again and reduce the amount of entry you need to do for each transaction.

Credit Cards Accepted: MASTERCARD, VISA, and American Express. E-Check payments are also accepted.

Additionally, you may use the Tuition Management Systems Payment Plan where the student charges for the year may be broken down into a 10 month, interest-free, payment plan. For more information visit flosouthern.afford.com

CASHNet My Account Info

[My Account Balances](#)

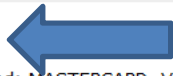
[Course and Fee Statement](#)



Pay Using CASHNet

[Go to CASHNet](#)

Credit Cards Accepted: MASTERCARD, VISA, and American Express. E-Check payments are also accepted.



To make a payment click "Go to CASHNet". This screen displays your balance and your recent payments. Note that you may set up a login for parents or others to make a payment to your account without having your Portal login information (directions found at the end of this document). Click on "click here to make a payment"



[your account](#) [make payment](#) [Shopping Cart](#) [help](#) [sign out](#)

Student Account Online

Sample Student

Your Account

Current Balance \$12,064.00

[Click here to make a payment](#) Zero or credit balances are not displayed)

The last payment received was for \$1.00 on 2/12/2016.



Your Recent Payments

[View All](#)

02/12/2016	\$1.00	View
12/02/2013	\$1.00	View
10/08/2013	\$1.00	View

Parent PINs

[Add New](#)

You currently have the following Parent PINs set up.

56321 [Edit](#) [Delete](#)

Saved Accounts

[Add New](#)

You have no saved payment methods.

Click on the subsidiary or account you want to make to make a payment on. The "Regular AR Lakeland" account would include basic tuition, fees, room and board charges and payments. "Misc. Charges" would include items like your parking permit, medications from the Student Health Center, Library fines and other miscellaneous charges.



[your account](#) [make payment](#) [Shopping Cart](#) [help](#) [sign out](#)

Student Account Online

Sample Student

Your account currently has the following charges:

Description	Amount
Regular AR Lakeland	\$12,064.00

You may also purchase the following items:

Description	Price	View
Regular AR Lakeland		View Details
Robert's Academy		View Details

Enter the amount you want to pay and click "Add to Shopping Cart"

FLORIDA SOUTHERN

[your account](#) [make payment](#) [Shopping Cart](#) [help](#) [sign out](#)

Student Account Online

Sample Student

[HOME](#)

Regular AR Lakeland Balance

Amount:

To pay for this item, enter the amount and click on the 'Add to Shopping Cart' button.

[Add to Shopping Cart](#)

Powered by **CASHNet**[®]

(web8)

Click on "Continue Shopping" to pay on another account or "Checkout" to finalize payment

Your Shopping Cart

Regular AR Lakeland Balance	Edit	Delete	\$1.00
-----------------------------	----------------------	------------------------	--------

Total Amount \$1.00

[Continue Shopping](#) [Checkout](#)

Powered by **CASHNet**[®]

(web8)

Select method of payment: Credit Card or Electronic Check, then click "Continue Checkout"

FLORIDA SOUTHERN

your account make payment Shopping Cart help sign out

Student Account Online

Sample Student

Select Method of Payment

Enter new credit card information

Enter new electronic check information

Continue Checkout

Powered by CASHNet

Electronic Check Information Screen

FLORIDA SOUTHERN

your account make payment Shopping Cart help sign out

Student Account Online

Sample Student

Please enter your bank account information and click on the 'Continue Checkout' button.

IMPORTANT: Do not attempt to use credit card cash advance checks, brokerage account checks, or any check marked "Do Not Use for ACH".

Only checks from regular checking accounts at U.S. domestic banks (including most credit unions) may be used for electronic check payments. Be sure to copy the routing/transit and account numbers very carefully from your check. If you enter incorrect values, or if you attempt to use a check that is not from a regular U.S. domestic bank checking account, your electronic check will be returned.

If you are unsure of whether or not your check can be used or what routing/transit and account numbers to enter, call your bank, ask them if your account can be used for ACH, and verify the correct numbers to use.

Account Number

Confirm Account Number

Account Type Checking Savings

Routing Transit Number [What are my Routing Transit and Account Numbers?](#)

Account Holder Name

Email Address


(Optional) Please provide a name for this payment method to be saved for future use : ex: 'MyChecking'

(You'll have a chance to review this order before it's final.)

Continue Checkout

Note the Optional field above – you can save your electronic check information for future payments if desired.

Credit Card Information Screen



CASHNetSM SMARTPAY

[your account](#) [make payment](#) [Shopping Cart](#) [help](#) [sign out](#)

Student Account Online

Sample Student

Please enter your credit card information and click on the 'Continue Checkout' button.

Credit Card Number

Expiration Month

Expiration Year

Cardholder Name

Address Enter the address where you receive the bill for this card.

City

State/Province/Region

Zip/Postal Code

Country

Card ID Code Enter the three or four digit code from your card. [Help](#)

Email Address

(Optional) Please provide a name for this payment method to be saved for future use :
 ex: 'MyCreditCard'

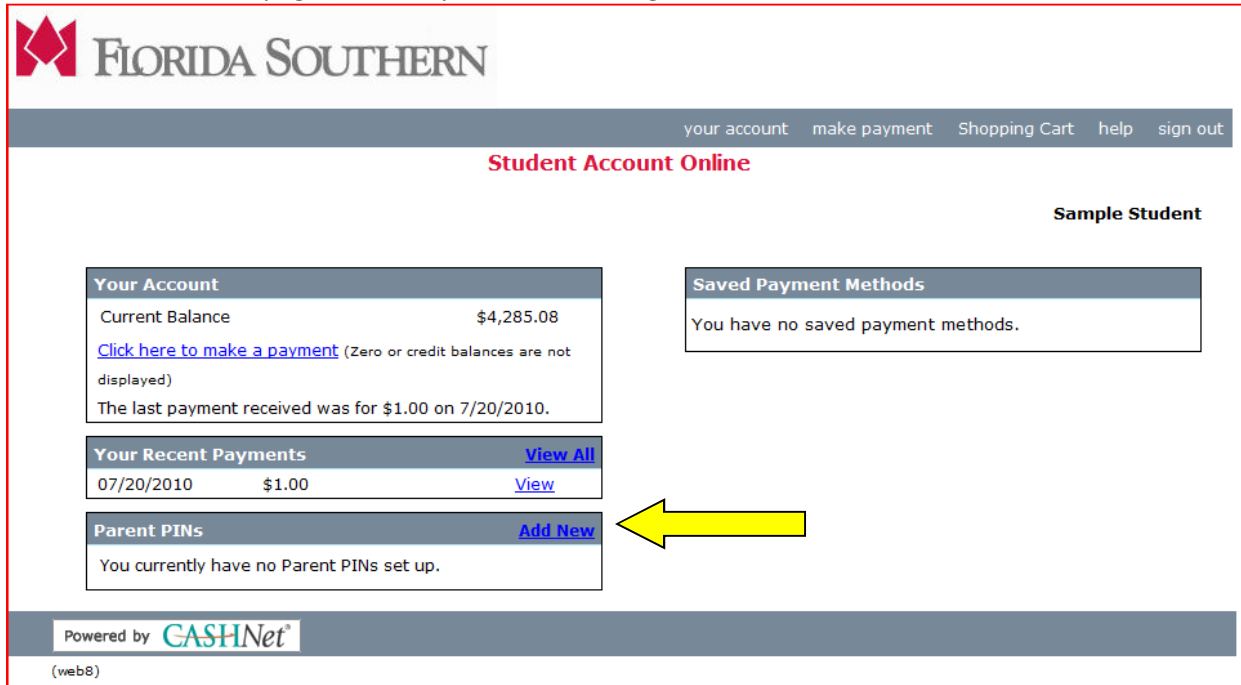
(You'll have a chance to review this order before it's final.)

Continue Checkout

Note the Optional field above – you can save your credit card information for future payments if desired.

Parent Login Info:

On the first CASHNet page (or click "your account" to get to this screen): Click on "Add New" under "Parent PINs"

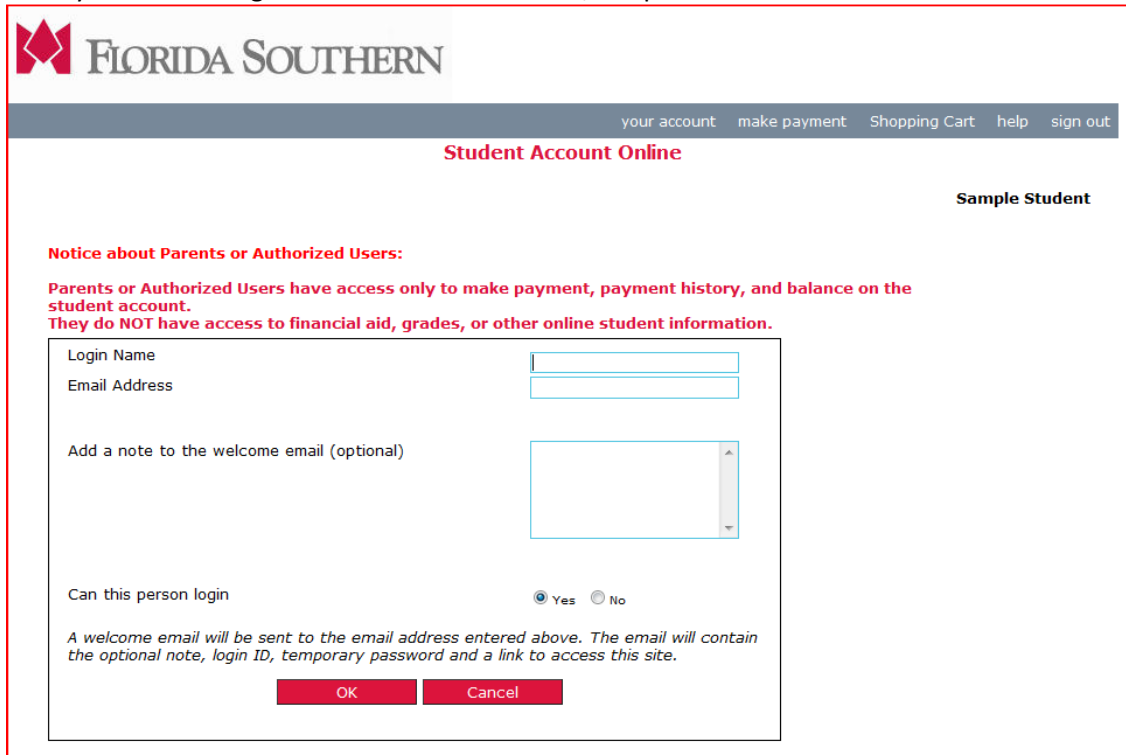


The screenshot shows the Florida Southern Student Account Online interface. At the top, there is a navigation bar with links for "your account", "make payment", "Shopping Cart", "help", and "sign out". Below this, the page title "Student Account Online" is displayed in red. On the right side, there is a "Sample Student" label. The main content area is divided into several sections:

- Your Account:** Shows a current balance of \$4,285.08. A link "Click here to make a payment" is provided, with a note that zero or credit balances are not displayed. It also states that the last payment received was for \$1.00 on 7/20/2010.
- Your Recent Payments:** Lists a payment of \$1.00 on 07/20/2010. There are "View All" and "View" links.
- Parent PINs:** States "You currently have no Parent PINs set up." and includes an "Add New" link, which is highlighted by a yellow arrow.
- Saved Payment Methods:** States "You have no saved payment methods."

At the bottom of the page, there is a footer that says "Powered by CASHNet®" and "(web8)".

After you create a login name and email address, the person will be sent an email with a link to access the system.



The screenshot shows the Florida Southern Student Account Online interface. At the top, there is a navigation bar with links for "your account", "make payment", "Shopping Cart", "help", and "sign out". Below this, the page title "Student Account Online" is displayed in red. On the right side, there is a "Sample Student" label. The main content area is divided into several sections:

- Notice about Parents or Authorized Users:** A red notice states: "Parents or Authorized Users have access only to make payment, payment history, and balance on the student account. They do NOT have access to financial aid, grades, or other online student information."
- Form:** A form for creating a new parent login. It includes fields for "Login Name" and "Email Address". There is an optional text area for "Add a note to the welcome email (optional)". Below the form, there are radio buttons for "Can this person login" with "Yes" selected. At the bottom of the form, there are "OK" and "Cancel" buttons.

A note at the bottom of the form states: "A welcome email will be sent to the email address entered above. The email will contain the optional note, login ID, temporary password and a link to access this site."

If you encounter technical issue using CASHNet please contact the Rinker Technology Center at (863) 616-6426. For account questions or issues please contact the Student Accounts office at (863) 680-4154.