

**Online Payment Instruction**

**! Allow Pop-Up Window**

# 1 Log-In

**Students:** Log-in to Learn at: <http://learn.soka.edu>

**Parents or Authorized Users:** Log-in to CashNet at: <https://commerce.cashnet.com/sokapay?LT=P>

# 2 Select Charges

Select a charge and change the amount you want to pay. For each item, Add to Shopping Cart.

Soka University of America - Office of Student Accounts  
Your account currently has the following charges:

Description	Amount
Undergraduate Tuition	\$1,997.00
IT Laptop Purchase	\$280.00
Tuition & Fees - Payment Plan	\$1,190.00
Tuition & Fees - Payment Plan	\$1,021.90
<b>Pay All</b>	\$4,488.90

*Click to change amount*

Soka University of America - Office of Student Accounts  
HOME

Undergraduate Tuition

Amount:

Minimum Due: \$0.00  
Balance Due: \$1,997.00

To pay for this item, click the button below.

# 3 Select Payment Method

Select Payment Method from:

- New Credit Card
- Electronic Check (ACH) - US Bank Accounts ONLY
- Foreign Currency (International Wire Transfer)
- Saved payment profile

Enter payment & billing information as instructed on the screen.

Soka University of America - Office of Student Accounts  
Select Method of Payment \*

- 1 Enter new credit card information.
- 2 Enter new electronic check information.
- 3 Pay with foreign currency (Wire Transfer)

Use my card (MasterCard ending in 5454). *← your existing payment profile*

BUY WITH **MasterPass**

# 4 Confirm & Submit Payment

- CONFIRM payment amount and billing information carefully.
- SUBMIT PAYMENT once everything is ready for payment processing.

## International Wire:

- Print Wire Transfer Instructions
- Make a Payment with the Bank

Soka University of America - Office of Student Accounts  
Please confirm the information below. To submit your payment, click on the 'Submit Payment' button.

Items Selected	Amount
Undergraduate Tuition	\$1,997.00
IT Laptop Purchase	\$100.00
<b>Total Amount</b>	<b>\$2,097.00</b>

**Payment Information**

Credit Card Number: MasterCard XXXXXXXXXXXX5454  
Expiration Date: 0317  
Cardholder Name: Student Student  
Address: 1 University Drive  
City: Aliso Viejo  
State/Province/Region: CA  
Zip/Postal Code: 92656  
Country: United States  
Email Address: studentaccounts@soka.edu

**CONFIRM INFORMATION!**

*click to submit payment*



**PRINT RECEIPT for your records**

# 5 Verify Payment

- Click on YOUR ACCOUNT at top
- Verify your payment is posted under Your Recent Payment

Your Recent Payments

Date	Amount	Status	Action
06/22/2016	\$2,097.00	PENDING	<a href="#">View</a>
09/09/2015	\$9.50		<a href="#">View</a>
09/09/2015	\$13.50		<a href="#">View</a>

[View All](#)

## Parent/Authorized User Log-in

Student will need to log-in to create/edit access for Parent.

- Click on Add New to create a profile
- Click on Edit to update contact info

**Parent PINs**

You currently have the following Parent PINs set up.

John Student [Edit](#) [Delete](#)