

Log into your myInfo account and on the homepage, click Electronic Billing & Payments, enter the term you are wanting to view then click submit.

- At the bottom of the page, click **View Detail** if you'd like to see an itemized bill.
- If your bill has been covered by financial aid, there will be a button at the bottom of your bill that says "Confirm Attendance." Click the button.
- Scroll back to the top and it should now say "Your account has been CONFIRMED for this term."

You must accept or waive your student health insurance and confirm your attendance every semester!

Your account is **NOT CONFIRMED** yet.

Description	Cur Charge	Future Chg	Pmt/Credit	Balance
Class Fees	\$315.00			
Nonrefundable Registration Fee	\$30.00			
Refund	\$1,125.00			
Refund	\$1,125.00			
Financial Aid			\$750.00	
Financial Aid			\$1,125.00	
Financial Aid			\$2,050.00	
Financial Aid			\$1,025.00	
Current Term Charges:	\$11,565.44			
Previous Balance:	\$0.00			
Total Charges:	\$11,565.44			
Term Credits and Payments:			\$11,565.44	
	Current Bal Due:			\$0.00
	Future Due:			\$0.00

*** Your Account shows a 0 or Credit Balance, please click Confirm button to Accept your Charges and Payments

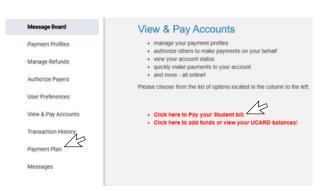
Confirm Attendance: To confirm your attendance this semester, click

All students are required to have health insurance, so you may see a charge for Student Health Insurance, as students are in a default "opt-in" status. If you have your own health insurance, you can waive this by going to:

Student Services > Registration > Add/Drop Classes > Select Term > Elect or Waive Health Insurance

If your financial aid does not cover the entire cost, you can pay the rest online or set up a Payment Plan to be confirmed in your classes.

- Scroll down to the bottom of your bill and click QuikPay, this will take you to a new screen where you can set up a payment plan or pay.
- In this screen, you can also do the following:
 - manage your payment profiles
 - authorize others to make payments on your behalf
 - view your account status
 - quickly make payments to your account
 - and more -- all online!



If you have any questions, you can contact Business Services at: BUSINESSOFFICE@MSUBILLINGS.EDU | 406-657-2140

Once you've paid your bill or have a payment plan set up, you will then be confirmed for attendance.

