



PAYING YOUR BILL & CONFIRMING ATTENDANCE

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

[Confirm Attendance](#)

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!

Message Board

Payment Profiles

Manage Refunds

Authorize Payers

User Preferences

View & Pay Accounts

Transaction History

Payment Plan

Messages

View & Pay Accounts

- 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!

Please choose from the list of options located in the column to the left.

- [Click here to Pay your Student bill](#)
- [Click here to add funds or view your UCARD balances!](#)

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.

You did it!