

Pay Application Fee

Steps	Descriptions														
1.	Access the UHCL E-Services page at www.uhcl.edu/eservices . Enter your UHCL network ID and password or your 7 digit ID and password.														
2.	Click on the Admissions tile <div data-bbox="201 443 574 737" style="border: 1px solid black; padding: 5px;"> <p>Admissions</p>  </div>														
3.	Click on Application Fee Payment link on left side menu. <div data-bbox="201 810 678 890" style="border: 1px solid gray; padding: 5px;">  Application Fee Payment </div>														
4.	Make sure your email and phone number are entered and click on Pay my fee now! <table border="1" data-bbox="250 978 1062 1056"> <thead> <tr> <th>Academic Institution</th> <th>Academic Career</th> <th>Admit Term</th> <th>Plan (Major)</th> <th>Application Number</th> <th>Status</th> <th>Fee Amount</th> </tr> </thead> <tbody> <tr> <td>UH-Clear Lake</td> <td>Undergraduate</td> <td>Fall 2017</td> <td>Humanities BA</td> <td>00963537</td> <td>Pending</td> <td>45.00</td> </tr> </tbody> </table> <div data-bbox="228 1083 1036 1371" style="border: 1px solid gray; padding: 10px; margin-top: 10px;"> <p>Contact Information</p> <p>*Email Address: <input type="text"/></p> <p>*Phone: <input type="text"/></p> <p style="text-align: center;"> <input type="button" value="pay my fee now!"/> <input type="button" value="update"/> </p> <p style="color: red; text-align: center;">Press the above button to pay your fee online by credit card.</p> </div>	Academic Institution	Academic Career	Admit Term	Plan (Major)	Application Number	Status	Fee Amount	UH-Clear Lake	Undergraduate	Fall 2017	Humanities BA	00963537	Pending	45.00
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UH-Clear Lake	Undergraduate	Fall 2017	Humanities BA	00963537	Pending	45.00									
5.	Enter Credit Card Information and click on Submit Payment <p style="color: red; font-size: small;">Required fields are highlighted with an asterisk.</p> <p>Payment information:</p> <p>Amount:* \$35.00 </p> <p>Campus:* 00759 </p> <p>EMPLID:* 0812400 </p> <p>Payment Reference Number:* 000000506291 </p> <hr/> <p>Please enter the following information about your payment method:</p> <p>Cardholder's Name:* John Test </p> <p>Cards Accepted:   </p> <p>Card Number:* 4111111111111111 </p> <p>Signature Panel Code:* 804 </p> <p>Expiration Date:* 06  2012  </p> <hr/> <p>Billing information:</p> <p>Address:* 300 Memory Ln </p> <p>City: Houston </p> <p>State: Texas  </p> <p>Zip:* 77058 </p> <p style="text-align: center;"> <input type="button" value="Submit Payment"/> <input type="button" value="Reset"/> </p>														

6. Verify Information and if all correct, click **Yes**.

Please verify the following information:

Amount: \$35.00
Campus: 00759
EMPLID: 0812400
Payment Reference Number: 000000506291

Card information:

Cardholder's Name: John Test
Card Type: Visa
Card Number: 4111111111111111
Signature Panel Code: 804
Expiration Date: 6/2012

Billing information:

Address: 300 Memory Ln
City: Houston
State: TX
Zip: 77058

Is this information correct?

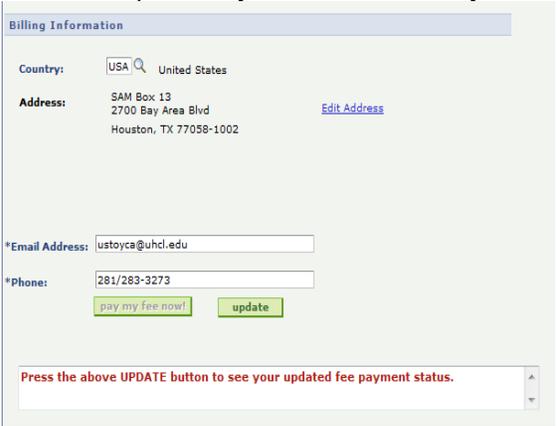
7. A page will appear to indicate that payment is being processed. Do not click on BACK button!

If your browser fails to reload shortly, [click here](#)

Please wait while your payment is being processed.
DO NOT PRESS THE BACK BUTTON ON YOUR BROWSER



8. To finish the process, you must click on **Update**.



The screenshot shows a 'Billing Information' form with the following details:

- Country: USA United States
- Address: SAM Box 13, 2700 Bay Area Blvd, Houston, TX 77058-1002 (with an 'Edit Address' link)
- *Email Address: ustoyca@uhcl.edu
- *Phone: 281/283-3273
- Buttons: 'pay my fee now!' and 'update'
- Message: 'Press the above UPDATE button to see your updated fee payment status.'

9. The system will update your payment status

Application Fee

Academic Institution	Academic Career	Admit Term	Plan (Major)	Application Number	Status	Fee Amount
UH-Clear Lake	Undergraduate	Fall 2017	Communication BA	00967151	Pending	45.00

There are no outstanding application fees for this application.