1. Log in to MyCampus and select the Finances tile from the Student Homepage.

2. Select the Purchase Items option from the dropdown menu.
3. Select the relevant dropdown menu and fill in the relevant fields with the desired quantity. Then select Calculate Total.

4. Keep clicking next until you reach confirm payment and click submit. This will then lead to a form in which to type your payment details. Once you have completed this, click Confirm Cardholder’s Details at the bottom of the page. Upon successful payment you should then receive a message allowing you to view your confirmed payment.