

flywire PAYERGUIDE

THE STUDENT'S GUIDE TO MAKING INTERNATIONAL PAYMENTS WITH FLYWIRE

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WHY PAY THROUGH FLYWIRE?

- Flywire allows you to pay from almost any country or bank in your home currency
- No bank fees or further charges
- Competitive exchange rates and a best price guarantee
- Fast transfers your payment is usually received by the university within 3-4 business days
- A guarantee that Columbia College Chicago will receive the correct amount once your payment is made, you don't need to worry about fluctuation exchange rates!
- Payment tracking via a student dashboard, with notification via email once payment is received by Columbia College Chicago

STEP 1: LOG IN

Visit <u>https://my.colum.edu/ics/</u> and enter your MyColumbia ID number and password in the upper right corner to log in.



STEP 2: NAVIGATE TO THE MyFinancials PAGE

Select the MyFinancial tab, located on the menu at the top of the page.

	bia		Welcome back Yosef Columbia (Password Change Logout)
Sandbox	MyColumbia MyAcademics	MyFinancials	MyBookings
You are here: My	Financials > Financials Home		
	MyFinancials		
	My Account Information		CCCPay - Online Billing, Payments and Refunds
	Student Account Summary Financial Aid Awards Missing Documents My Account Balances By Semester How to Get Your 1098T Form		Enter CCCPay How To Disable Pop-up Blocker for CCCPay
	Online Forms		Scholarship Information
	For a full list of forms, please visit t Book Charge	he Resource Center.	Information on Scholarships Scholarship Applications
	MealCharge Private Educational Loan Agreemel Award Letter Reprint Cost of Attendance (COA) Change Grade Progression Loan Increase F	nt Request Request	Student Employee Information • MyC Self Service • Student Employment Information
	Privacy I	Policy Canvas MyColur	s Columbia Central Columbia Web Site

STEP 3: NAVIGATE TO BILL PAY

On the MyFinancials tab, select the Enter CCCPay link located under the CCCPay heading in the right column.



STEP 4: SELECT MAKE PAYMENT

You are now on the CCCPay homepage. Select the "Make a Payment" button on the left side of the page.



STEP 5: ENTER PAYMENT AMOUNT

• On the Make a Payment page, select account and enter the amount you would like to pay in the "Payment Amount" field.

Home My Profile Financial Accounts				🔔 🔺 e	ligned in as Joe
Make A Payment Joe Columbia ID: 56421		Select A Payment	2 Payment Method	3	Receipt
				Want to desig	nate another payer
Select Accounts to Pay					
ACCOUNT	TERM		CURRENT BALANCE		PAYMENT AMOUN
Student Account Balance	Spring 2019		50.00	s	50.00
Student Account Balance	Prior Balance		200.00	\$	Enter Amount
	• \$200.00 Elig	ible for Payment Pla	an		
	Set up a	Payment Plan			
				PAYMENT AN	10UNT \$50.00
	Cancel Ne	xt - Payment Metho	d		

• Select the International Payment option.

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🚻 Apps 🔺 Bookmar	ks 🔞 Columbia College C 🗭 Login to Behind the 📒 I	MS Office 365 Sign 🔇 Jenzabar CX 🔇) ORACLE CLOUD - b 📔 Log in - Ventra	Serv 💽 avid		>>
			Delnet (s) Español (i) Cu	stomer Service		Î
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	Make A Payment Joe Columbia ID: 56421	1 s A Payn	ielect nent P	2 ayment Method		
-	Payment Method Bank Account Credit / Debit Card International Payment					Chat Now '8
P .	International Payment Partner: Flywire					
	STEP A					
	Click "Proceed to Flywire" to be directed to	Flywire's website.				- 1
	STEP B Follow the Flywire transaction pr	rocess.				
	STEP C Track your transaction status with	n Nelnet.				
	Total Amount					
	Institution Amount	\$50.00				-

• Click the Proceed to Flywire button. You will now be directed to the Columbia College payment portal on Flywire.

Home My Profile Financial Acc	ounts	A	Signed in as Joe
	STEPA		
Click "Proceed to Fly	wire" to be directed to Flywire's website.		
	STEP B		
Follow the	Flywire transaction process.		
	STEP C		
Track your	transaction status with Nelnet.		
Total Amount			
Institution Amount	\$50.00		
	Total \$50.00		
Please Note			
International payment may be a	oplied differently to your account if:		
There is a change in bala	nce during the payment process.		

STEP 5: ENTER YOUR COUNTRY & SELECT PAYMENT METHOD

- You are now in Flywire's payment portal. Enter the country you are paying from.
- Based on your country selection Flywire will automatically display your local currency rate with the appropriate payment options, such as traditional bank transfer or debit/credit card payment.
- Traditional bank transfer (also known as a wire) is the most cost effective method. Please note that to complete the payment you will need to make arrangements with your bank (in-person, online, or over the phone) and send your funds to Flywire in your chosen currency.
- Debit/credit card will allow you to make an online payment in your home currency. Contrary to a traditional international credit card payment, with Flywire we are handling the foreign exchange so you will know the exact amount that will be deducted from your account before making your payment. Please note that credit card payments are not available in every country.
- Flywire will then convert your currency and pay your institution.
- If you have an account in a different currency that you would prefer to use, select that country in the "what country are you paying from" field instead.

 If you select your home country, but you don't see your home currency, not to worry — you can always pay in the currency of your institution or select a different currency. The process and benefits will remain the same; however, your bank will handle the foreign exchange before sending the funds to Flywire.

	Best Price Guaranteed Subject to terms and conditions	12
	Bank Transfer in Canadian Dollars	ELECT
	Online Bill Pay	ELECT
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VISA	Debit/Credit Card in CAD	
	C\$70.00	ELECT
	PayPal in CAD	
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STEP 6: LOGIN/CREATE ACCOUNT & FILL IN PERSONAL DETAILS

- Enter your name, email, and password to create an account (this will allow you to track your payment each step of the way). In addition, your payment details will be saved and pre-fill for your next payment.
- Follow the prompts to fill in your personal details and contact information.
- Click the Continue with Payment button.

Figwire Account			
 Create a new account Sign into an existing account 			
* First / Given Name	Payer Information		
	* First name of Paver	0	
	,		
* Last name / Surname / Family name	If you're a company/organization paying for a stude place of first name.	Student Informa	ation
	Middle name	* Student ID	
* Email			
" Email	* Last name	* First Name	
	If you're a company/organization paying for a stude	Given Name	
* Password	proce of reaction for	Middle Name	
	* Address 1		
* Password Confirmation	Post Office Boxes are not permitted	* Last Name	
	Address 2	Surname / Family name	
By clicking "CONTINUE WITH PAYMENT" you a		* Date of Birth	
Use and Privacy Policy.	* City	MM/DD/YYYY	
CONTINUE WITH PAYMENT			
	State / Province / Region	* Student Email Address	Contact Information
	ZIP / Postal Code	* Program of Study	* The person filling out this form is
			Select options -
	* Country	* Expected year of program	Payment Information
	Spain	Select options	, aymene mornation
			* Payment Type
	* How can we reach you via phone if there payment?	e are questions with your 🔞	Education Payment
	로 ▼ +34 810 12 34 56		Installment Payment Installment Payment Installment Payment
			Dorm Deposit
			Housing Deposit
			□ Other
			If more than one selection, please provide details of how funds should
			De aistributed
			For example: Dorm Deposit \$100 Housing Deposit \$200 Education Payment \$1200

STEP 7: CONFIRM PAYMENT DETAILS

• Please review and confirm the information for your payment. Select Pay button.

	Review and con	ıfirm payment iı	nformation		*
Pa	yment information	You will send C\$69.00 Country or region Canada	Columbia College - Chicago will receive \$50.00		l
Pa	yment method	You selected Bank Transfer in Canadian Do	llars		
Pa	yer information	First name Joe	Middle name -		
		Family name Columbia Address 2	Address 1 600 S Michigan Ave City		
		State / Province / Region	Zip code / Postal Code 60605-1900		
		Country Canada Email	Phone number 1	D Help	
		jcolumbia3@colum.edu			*
	Contact Information	The person filling out this form is Student			•
	Payment Information	Payment Type Student account payment	If Other, please specify: -		
	Student Information	Student ID 56421	First Name Joe		
		Middle Name	Last Name Columbia		
		Program of Study Undergraduate program			ł
		Student Email Address jcolumbia3@colum.edu			
			$Pay \rightarrow$	I	
Columbia College - Chicago: http://www 600 S. Michigan Avenue, Chicago, IL,	colum.edu/sfs Powered by =	flywire Copyright ©Flywire. 2009-2020 A	Il rights reserved. Flywire is a trademark o	of Flywire Corporation. D	

 If you are paying via bank transfer, you will receive a deadline by which you should go to your bank and complete the payment. This payment due date will be listed on the payment details page at the bottom. (If you need more time, our Customer Support Department can allow for an extension at the time of booking. If you miss your deadline, you can also request more time in your dashboard. This deadline is not associated with your educational institution deadline).

		Understand 15 - 11	
Follow the steps below	v to pay \$50.00 before February 27, 2020 or your payment will be cance	lled automatically.	
atus 😑 Payment pending 🕕 Why is my pa	yment pending? Payment ID CLM849084625		
iou send to Flywire		Columbia Co	ollege - Chicago receives \$50.00
۹	f		血
Flywire is waiting to receive your funds.			
Now, you need to trar	nsfer funds to Flywire to	Add this p Flywire ac	ayment to your count
complete your payme	ent		ADD PAYMENT
Use your preferred option depending (on your bank		
Online banking/ Mobile ban	king	Manage yo	our payment
If you have online banking or a mol and initiate the transfer.	bile app from your bank, you can easily log in to your account	🖉 Edit payn	nent details
		SMS notif	ications
S Telephone transfer You may also call your bank and au	thorize them to initiate the transaction on your behalf.	Cancel pa	ayment
			Dн
Make the bank transf	er to Flywire		payment receipt
Make the bank transf Use the payment instructions below to business days to arrive to us.	er to Flywire o send the money to us. Keep in mind that it will take 2-3		payment receipt
Make the bank transfer Use the payment instructions below to business days to arrive to us.	er to Flywire o send the money to us. Keep in mind that it will take 2-3 c\$69.00		payment receipt
Make the bank transfer Use the payment instructions below to business days to arrive to us. Amount to pay Reference / Payment ID	er to Flywire o send the money to us. Keep in mind that it will take 2-3 c\$69.00 cLM849084625		payment receipt
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Make the bank transfer Use the payment instructions below to business days to arrive to us. Amount to pay Reference / Payment ID Remittance Information / Reference Beneficiary Beneficiary Address	er to Flywire o send the money to us. Keep in mind that it will take 2-3 C\$69.00 CLM849084625 CLM849084625 - Columbia College - Chicago Flywire Payments Corporation 141 Tremont Street, 10th Floor, Boston, MA 02111 (USA)		payment receipt
Make the bank transf Use the payment instructions below to business days to arrive to us. Amount to pay Reference / Payment ID Remittance Information / Reference Beneficiary Beneficiary Address Beneficiary Bank (*)	er to Flywire o send the money to us. Keep in mind that it will take 2-3 CS69.00 CLMB490B4625 CLMB490B4625 - Columbia College - Chicago Flywire Payments Corporation 141 Tremont Street, 10th Floor, Boston, MA 02111 (USA) Citibank NA Canadian Branch		payment receipt
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Make the bank transf Use the payment instructions below to business days to arrive to us. Amount to pay Reference / Payment ID Remittance Information / Reference Beneficiary Beneficiary Address Beneficiary Bank (*) Beneficiary Bank (*) Beneficiary Address Beneficiary Address Beneficiary Address (*)	er to Flywire o send the money to us. Keep in mind that it will take 2-3 CS69.00 CLM849084625 CLM849084625 - Columbia College - Chicago Flywire Payments Corporation 141 Tremont Street. 10th Floor, Boston, MA 02111 (USA) 141 Tremont Street. 10th Floor, Boston, MA 02111 (USA) Citibank NA Canadian Branch 123 Front St. West, Toronto, ON M5J 2M3 2018385008 032820012 Some Banks may ask for Bank and Branch Code. Please use for Bank Code: 0328 and for Branch Code: 20012 Corporate Office - This office does not accept walk-ins		payment receipt
Make the bank transf Use the payment instructions below to business days to arrive to us. Amount to pay Reference / Payment ID Remittance Information / Reference Beneficiary Beneficiary Bank Address Beneficiary Bank Address Beneficiary Bank Address Caransit Number (**) (*) Beneficiary Bank SWIFT/BIC Code	er to Flywire o send the money to us. Keep in mind that it will take 2-3 CS69.00 CLM849084625 CLM849084625 - Columbia College - Chicago Flywire Payments Corporation 141 Tremont Street. 10th Floor. Boston. MA 02111 (USA) I this from Street. 10th Floor. Boston. 10th Floor. 10th Floor. 10		payment receipt

• Click the Continue with Payment button.

STEP 8 (FOR BANK TRANSFERS): REVIEW PAYMENT INSTRUCTIONS

- For a bank transfer (wire) you will be directed to your payment dashboard where you will receive payment delivery instructions. You can review the payment details and return as necessary to check the status of your payment.
- You can enter your mobile phone at the prompt if you would like to receive payment status updates via text. If you do not want to receive text updates click the "no thank you" link.
- For a bank transfer we recommend that your print the instructions to bring with you to the bank when you make your payment. This will make the process clearer for you and the bank. Please make sure to include your Flywire payment ID in the details of your bank transfer.
- IMPORTANT: Your payment ID is only valid for this payment. Every payment requires a unique Flywire payment ID. This facilitates the payment tracking process.

Payment Pending					\bigotimes		
	Pay before December 2, 2015						
5,000.00 USD to C	Columbia College (Chicago					
Payment ID AND372354861	Payment to Send 24,201.00 EUR	1	C Novembe	reated on r 30, 2015	View all details		
	Please initiate yo Use the	our transfer no la payment instructions	ter than Decemi to pay from your ban	oer 2, 2015			
Amount and Currency to send	d: i	24,201.00 EUR					
Remittance Information / Refe	erence:	AND372354861 - Columbia	College Chicago				
Instructions to Sender/Sender	r Bank:	To fulfill the FX Contract yo	ou have entered with pee	Transfer Education ple	ase send EUR. Sending any		
		other currency will incur e	xtra cost due to foreign e	change fees.			
Beneficiary Bank SWIFT/BIC G	ode:	CITIESMX					
Beneficiary Bank:	(CITIBANK NA					
Beneficiary Bank Address:	J	José Ortega y Gasset 29, Pla	anta 4, 28006 - Madrid (SP	AIN)			
IBAN:	I	ES3814740000140660146008	8				
Beneficiary:	1	peerTransfer Education Co	rp				
Beneficiary Address:	1	Av. Aragón 30, 13J 46021 Va	ilencia, Spain				
Status:	1	Please allow up to 72 hours	s for peerTransfer to upda	te the progress of your	payment on your		
		dashboard. You will receive	e an email when that hap	pens.			
Notes: Please make sure that the P experienced	Payment ID shown is included in	the payment description o	or reference field. Others	ico dolans in processin	other currency will incur extra	a cost due to foreign e	xchan
			/BIC Code:				
		Need to print t	he bank in		ortionan NA	a 4 28006 . Madrid ICE	AINI
				ant to receive S	MS/text undates on	vour navment	2
			En	ter your mobile numb essage and Data Rates	per to get alerts when we re- s May Apply	ceive and deliver you	• ur pay
			the Payment	• +1 201-555-5555	KEEP ME UPDATED	or no, thank you.	

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STEP 8 (FOR CREDIT CARDS): REVIEW PAYMENT INSTRUCTIONS

- For debit/credit card payments you will be taken to a web form to fill in your credit card information and complete your payment. Please note that funds will not be displayed on your student account immediately as your payment still needs to be processed and delivered to your institution.
- Please be sure to check your credit card limits to verify it can accommodate your payment size. In some cases you will need to call your bank to confirm your payment can be processed.
- You can enter your mobile phone with the SMS notifications link if you would like to receive payment status updates via text.
- IMPORTANT: Your payment ID is only valid for this payment. Every payment requires a unique Flywire payment ID. This facilitates the payment tracking process.

status – rayment penuling Pa	WINNELD CEM234430977	
You send to Flywire		Columbia College - Chicago receives
C\$70.00		\$50.00
A	f	血
Payment details		Add this payment to your Flywire account ADD PAYMENT
Cardholder's name	Cardholder's surname	Manage your payment
Cardholder's name Card number	Cardholder's surname Expiry date (MM/YY) CVV	Manage your payment
Cardholder's name Card number	Cardholder's surname Expiry date (MM/YY) CVV	Manage your payment
Cardholder's name Card number Save card for future payme	Cardholder's surname Expiry date (MM/YY) CVV ents CVV	Manage your payment C Edit payment details SMS notifications Cancel payment
Cardholder's name Card number Save card for future payme Amount to pay	Cardholder's surname Expiry date (MM/YY) CVV ents	Manage your payment C Edit payment details SMS notifications Cancel payment

STEP 7: TRACK PAYMENT STATUS ONLINE

• Your dashboard will be updated each step of the process, and you will receive a final email confirmation when payment has been delivered to your institution.

- Keep in mind that your school may take 2-3 business days to post your payment to your account once they have received it.
- If you have not sent your payment within 2 days, you will receive a notification from Flywire asking if you need more time, want to cancel, or have already sent your payment.
- Should you have any questions along the way, select the Help button at the bottom of the page to chat with Flywire 24x7. Select the Help link at the top of the page to view frequently asked questions about Flywire services. Select the Contact link for Customer Support phone numbers by country.

Email: support@flywire.com Online: flywire.com/help

1. Payment Info	2. Payment method	3. Payer Info	4. Info for the receiver	5. Review & Confirm	6. Make payment
	Follow the steps below to pay	\$50.00 before Februa	ry 26, 2020 or your payment will b	e cancelled automatically.	
tatus 😑 Payment per	nding Payment ID CLM23	34436999			
You send to Flywire				Columb	ia College - Chicago receives ぐちの のの
C\$/0.00					QUU.00
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