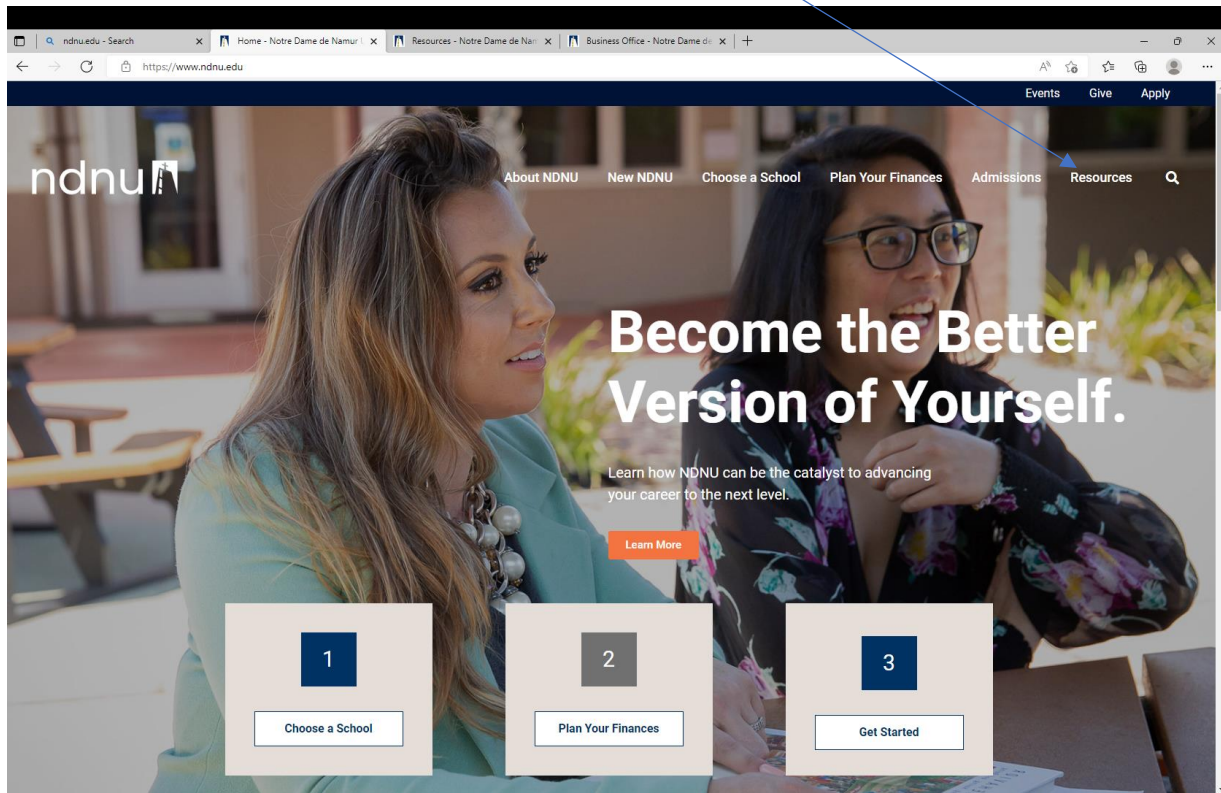


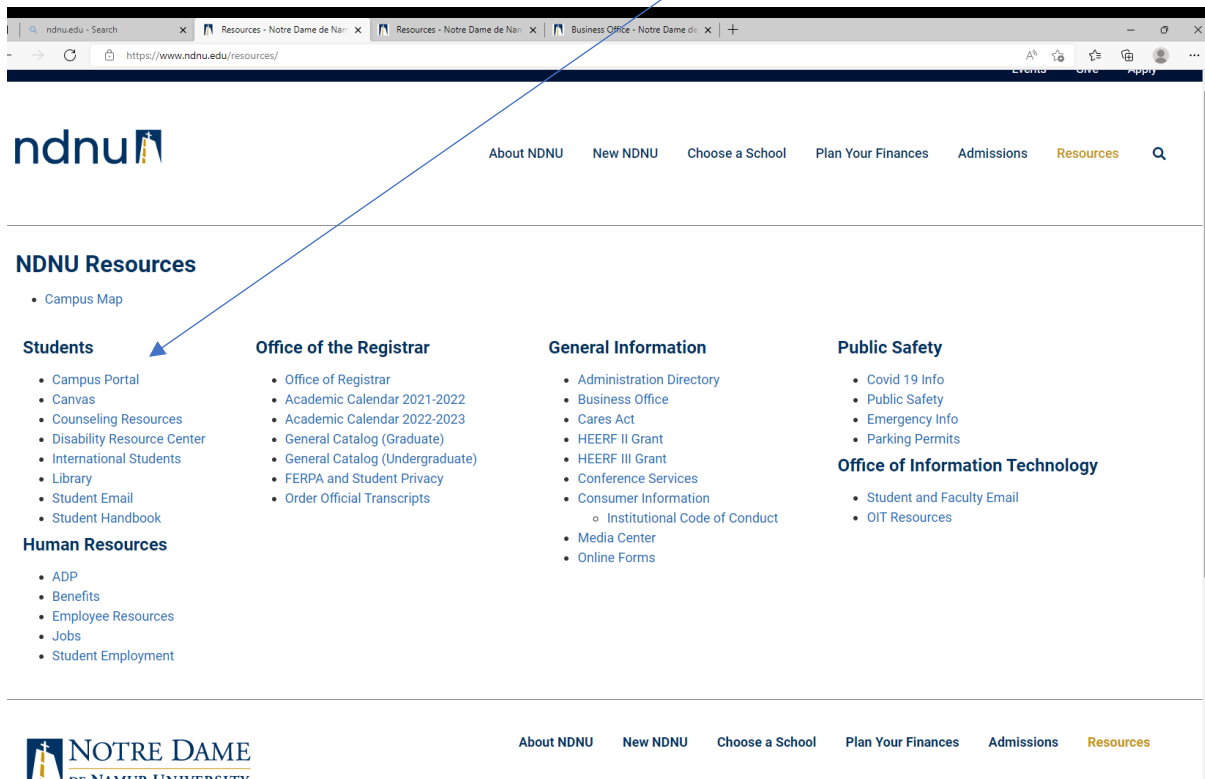
In order to log into Campus Portal and make a payment on your account please follow these steps:

Begin by navigating to the main webpage for Notre Dame de Namur University: <https://www.ndnu.edu>

Click the “Resources” link in the upper righthand corner



From the Resources page click the link to “Campus Portal”



Log into your Campus Portal Account here

https://campusportal.ndnu.edu/ics/

NOTRE DAME
DE NAMUR UNIVERSITY

Username Password Login

I forgot my password

Home

You are here: [Home](#) > [Home](#)

Portal

Home

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- NDNU Website
- NDNU Email
- NDNU Email Forgot Password
- Canvas LMS

Portal

Important Information

Congratulations to NDNU's Graduating Class of 2022!

*

Summer and Fall 2022 Class Registration is OPEN

You can add or drop **Module 1** (course start date is 5/9 - 7/2) classes through Friday, May 20th.

You can add or drop **Module 2** (course start date is 7/2 - 8/26) classes through Friday, July 15th.

Contact your academic advisor to get your Summer and Fall registration clearance!

*

What is my username?

Your username is your NDNU student/employee ID number. If your ID number begins with a zero, then any zero preceding the numbers 1-9 will be omitted. For example, if John Doe's ID number is 001234, he'll type 1234 in the ID Number field (box to the right of the silhouette of a person at the top right of this page).

What is my password?

If you're a new student or faculty, look for an email Subject: "Your Campus Portal login info" in your NDNU email account.

If you don't know your password:

1. Type your NDNU ID Number in the field next to the Profile icon (a silhouette of a person) at the top of

Announcements

You have no incoming announcements.

[Show All Announcements](#)

Campus Resources

Bookmarks

[Student Resources](#)

Resources available for NDNU Students.

[Visit](#)

Course Schedules

[Course Search](#)

Once logged in Click the "Student" link at the top of the page

ndnu.edu - Search | Resources - Notre Dame de Namur University | Home | Portal | Resources - Notre Dame de Namur University | Business Office - Notre Dame de Namur University

https://campusportal.ndnu.edu/ics/

NOTRE DAME
DE NAMUR UNIVERSITY

Home Students GL and Requisitions Campus Life My Pages

You are here: [Home](#) > [Home](#)

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You have no incoming announcements.

[Show All Announcements](#)

Campus Resources

Bookmarks

[Student Resources](#)

Resources available for NDNU Students.

[Visit](#)

Course Schedules

Add/Drop

Tuition Agreement

All Students must complete the Registration & Payment Arrangement Agreement prior to registering online.

From the “Students” tab click the link for “Student Account Information” link

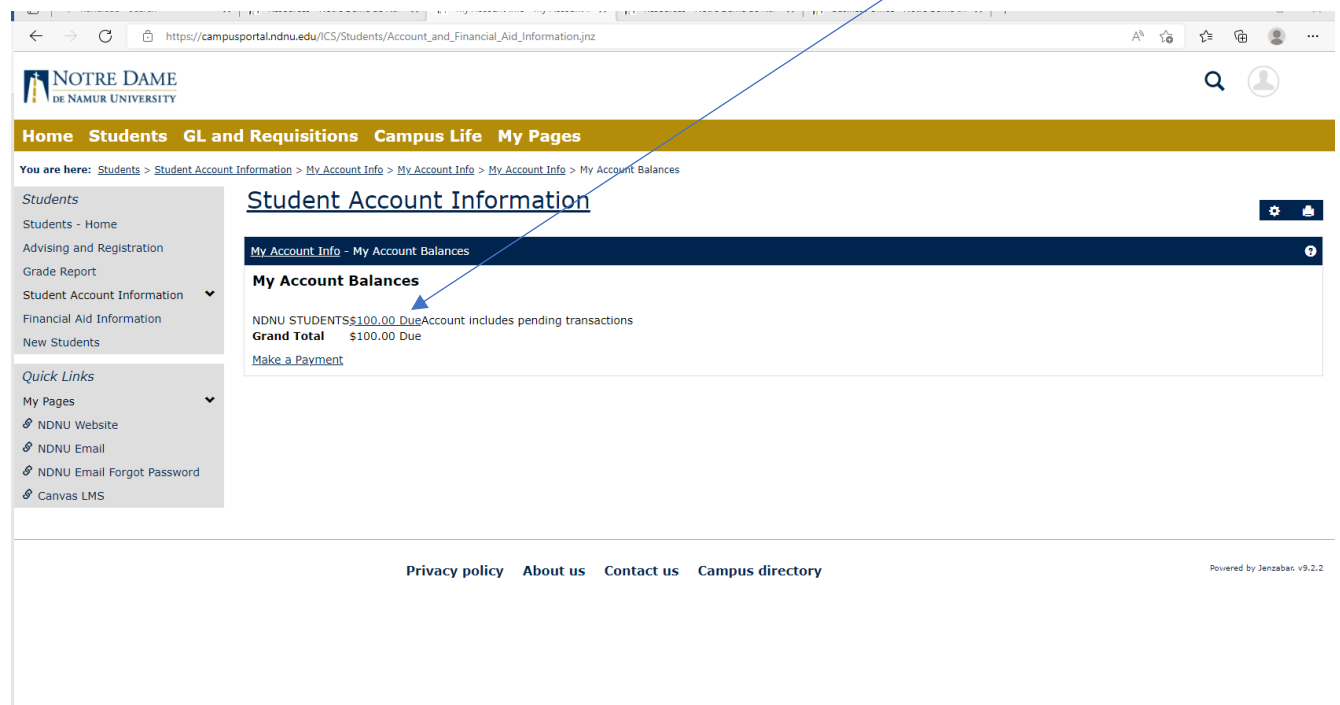
The screenshot shows the NDNU Students portal. The top navigation bar includes links for Home, Students, GL and Requisitions, Campus Life, and My Pages. The left sidebar contains a list of links under the 'Students' tab, with 'Student Account Information' highlighted. The main content area displays a congratulatory message for the graduating class of 2022 and information about Summer and Fall 2022 Class Registration, which is OPEN. It details the registration period from Monday, May 9th through Friday, August 26th, and provides specific dates for Module 1 and Module 2. A reminder is given that nonattendance or nonengagement in a class does not result in an automatic drop. A link to 'My Account Balances' is also visible in the sidebar.

Now you are viewing information from Business Office.

In order to view your account transactions, click the link for “My Account Balances”

The screenshot shows the NDNU Student Account Information page. The top navigation bar includes links for Home, Students, GL and Requisitions, Campus Life, and My Pages. The left sidebar contains a list of links under the 'Students' tab, with 'My Account Balances' highlighted. The main content area displays the 'FALL 2022 ADVANCE REGISTRATION' section, which includes a list of holds and a reminder to meet with the advisor and register online. The 'TUITION PAYMENT DEADLINES' are listed: Summer: May 5, Fall: August 15, and Spring: January 5. A list of preliminary charges and payment arrangements is also provided. The right sidebar contains a section for 'My 1098-T Info' and a section for 'Announcements'.

In order to view your account activity, click the link next to “NDNU STUDENTS”



https://campusportal.ndnu.edu/ICS/Students/Account_and_Financial_Aid_Information.jnz

NOTRE DAME
DE NAMUR UNIVERSITY

Home Students GL and Requisitions Campus Life My Pages

You are here: [Students](#) > [Student Account Information](#) > [My Account Info](#) > [My Account Info](#) > [My Account Info](#) > [My Account Balances](#)

Student Account Information

My Account Info - My Account Balances

My Account Balances

NDNU STUDENTS **\$100.00 Due** Account includes pending transactions

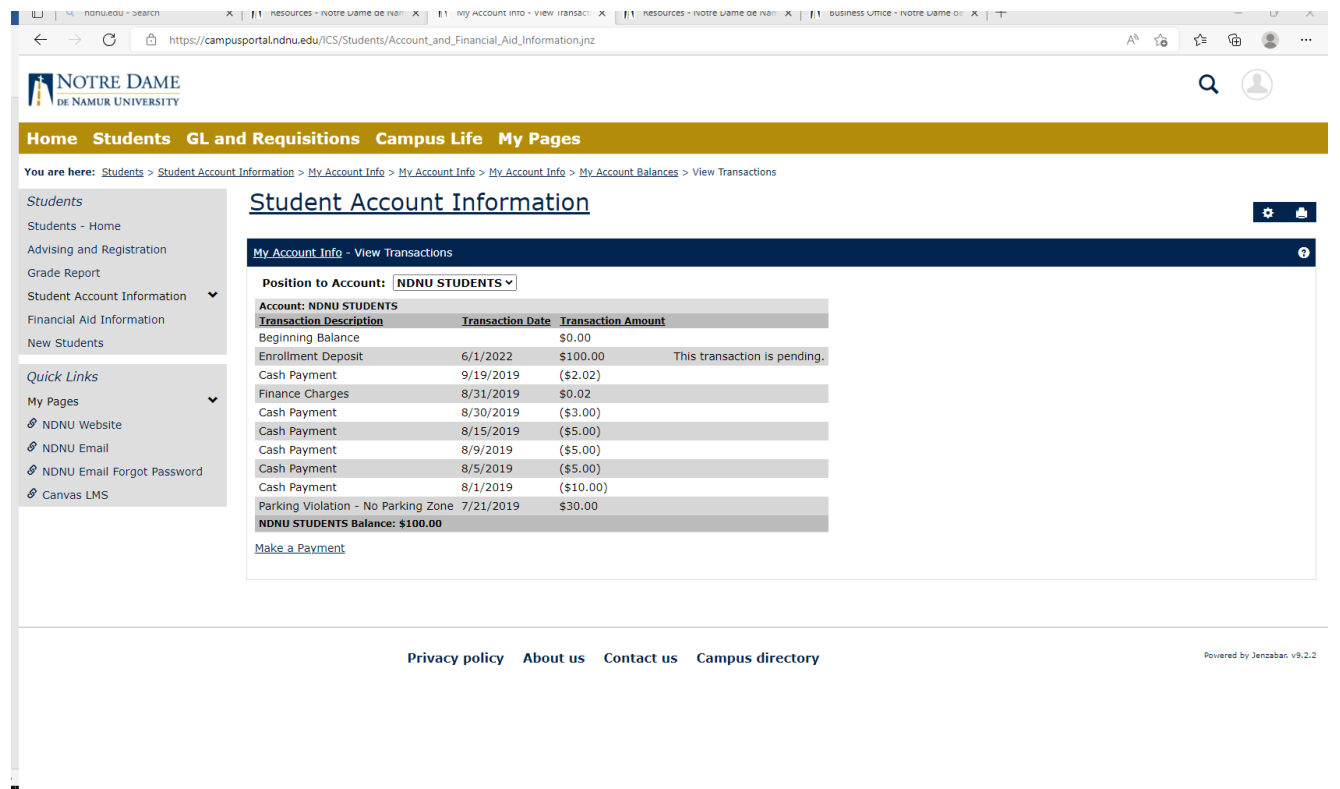
Grand Total \$100.00 Due

[Make a Payment](#)

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Now you are viewing your account transactions



https://campusportal.ndnu.edu/ICS/Students/Account_and_Financial_Aid_Information.jnz

NOTRE DAME
DE NAMUR UNIVERSITY

Home Students GL and Requisitions Campus Life My Pages

You are here: [Students](#) > [Student Account Information](#) > [My Account Info](#) > [My Account Info](#) > [My Account Info](#) > [My Account Balances](#) > [View Transactions](#)

Student Account Information

My Account Info - View Transactions

Position to Account: **NDNU STUDENTS**

Account: NDNU STUDENTS

Transaction Description	Transaction Date	Transaction Amount
Beginning Balance		\$0.00
Enrollment Deposit	6/1/2022	\$100.00 This transaction is pending.
Cash Payment	9/19/2019	(\$2.02)
Finance Charges	8/31/2019	\$0.02
Cash Payment	8/30/2019	(\$3.00)
Cash Payment	8/15/2019	(\$5.00)
Cash Payment	8/9/2019	(\$5.00)
Cash Payment	8/5/2019	(\$5.00)
Cash Payment	8/1/2019	(\$10.00)
Parking Violation - No Parking Zone	7/21/2019	\$30.00
NDNU STUDENTS Balance: \$100.00		

[Make a Payment](#)

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In order to make a payment click the link “Make a Payment”

https://campusportal.ndnu.edu/ICS/Students/Account_and_Financial_Aid_Information.jnz

NOTRE DAME DE NAMUR UNIVERSITY

Home Students GL and Requisitions Campus Life My Pages

You are here: Students > Student Account Information > My Account Info > My Account Info > My Account Balances > View Transactions

Students

- Students - Home
- Advising and Registration
- Grade Report
- Student Account Information
- Financial Aid Information
- New Students

Quick Links

- My Pages
- NDNU Website
- NDNU Email
- NDNU Email Forgot Password
- Canvas LMS

Student Account Information

My Account Info - View Transactions

Position to Account: **NDNU STUDENTS**

Transaction Description	Transaction Date	Transaction Amount
Beginning Balance		\$0.00
Enrollment Deposit	6/1/2022	\$100.00
Cash Payment	9/19/2019	(\$2.02)
Finance Charges	8/31/2019	\$0.02
Cash Payment	8/30/2019	(\$3.00)
Cash Payment	8/15/2019	(\$5.00)
Cash Payment	8/9/2019	(\$5.00)
Cash Payment	8/5/2019	(\$5.00)
Cash Payment	8/1/2019	(\$10.00)
Parking Violation - No Parking Zone	7/21/2019	\$30.00
NDNU STUDENTS Balance: \$100.00		

[Make a Payment](#)

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On this page key in amount you need to pay in the box “Amount to Pay” ... *note – do not use any commas in the dollar amount, only a decimal point between dollars and cents.

https://campusportal.ndnu.edu/ICS/Students/Account_and_Financial_Aid_Information.jnz

NOTRE DAME DE NAMUR UNIVERSITY

Home Students GL and Requisitions Campus Life My Pages

You are here: Students > Student Account Information > My Account Info > My Account Info > My Account Balances > View Transactions > Pay on My Account

Students

- Students - Home
- Advising and Registration
- Grade Report
- Student Account Information
- Financial Aid Information
- New Students

Quick Links

- My Pages
- NDNU Website
- NDNU Email
- NDNU Email Forgot Password
- Canvas LMS

Student Account Information

My Account Info - Pay on My Account

Amount To Pay

NDNU STUDENTS Balance:\$100.00

Privacy policy About us Contact us Campus directory

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On the next page click the “Continue” button

The screenshot shows the Notre Dame de Namur University website. The browser address bar displays the URL: https://campusportal.ndnu.edu/ICS/Students/Account_and_Financial_Aid_Information.jnz. The page header includes the university logo and navigation links: Home, Students, GL and Requisitions, Campus Life, My Pages. Below the header, a breadcrumb trail reads: You are here: Students > Student Account Information > My Account Info > My Account Info > My Account Info > My Account Balances > View Transactions > Pay on My Account > Payment Method. The left sidebar contains a 'Students' menu with options like 'Students - Home', 'Advising and Registration', 'Grade Report', 'Student Account Information' (selected), 'Financial Aid Information', and 'New Students'. Below this is a 'Quick Links' section with 'My Pages' and links to 'NDNU Website', 'NDNU Email', 'NDNU Email Forgot Password', and 'Canvas LMS'. The main content area is titled 'Student Account Information' and features a section 'My Account Info - Payment Method'. This section prompts the user to 'Please choose the type of payment you would like to make.' and shows a radio button for 'Credit Card'. A 'Continue' button is located below the radio button. A blue arrow points from the text 'On the next page click the “Continue” button' to this button. At the bottom of the page, there are links for 'Privacy policy', 'About us', 'Contact us', and 'Campus directory', along with a footer note 'Powered by Jenzaban v9.2.2'.

The next page is “Enter Payment Information” where you enter your debit or credit card information.

The required fields are:

- use the drop down to specify Credit Card Type
- Key in your credit card number
- Key in the CVV code from the back or front (Amex) of your debit/credit card
- Use the drop downs to enter the expiration date
- The system defaults to your name for First/Last name. If someone else is making the payment on your behalf please change the First/Last name.
- Enter the Company Name if the card is associated with a company
- Enter Address, City, State and Zip code associated with the card being used for payment
- Change the Country if necessary – it defaults to United States of America
- Enter a phone number for the person making the payment using dashes in the format
- Enter an email for the person making the payment
- Click the “Continue” button

ndnu.edu - Search x | resources - notre dame de namur x | My Account Info - Enter Payment x | resources - notre dame de namur x | business Office - notre dame de namur x | +

https://campusportal.ndnu.edu/ICS/Students/Account_and_Financial_Aid_Information.jnz

You are here: [Students](#) > [Student Account Information](#) > [My Account Info](#) > [My Account Info](#) > [My Account Info](#) > [My Account Balances](#) > [View Transactions](#) > [Pay on My Account](#) > Enter Payment Information

Student Account Information

My Account Info - Enter Payment Information

This is a secure online form. Your transmissions while in this area are absolutely secure and private. Information provided here will only be used for the purpose of securing your payment.

Required information is in bold type and indicated by an asterisk (*)

1. Verify Amount and Description of Payment
Amount of Payment \$100.00
Description of Payment This is an AR payment.
2. Enter Credit Card Information
Credit Card Type * American Express
Card Number *
Card Code * 3 or 4-digit number on the back or front of your card
Expiration Date *
3. Enter the Billing Address for the above account
First Name * Last Name * Julie Steward-Bizewski
Company Name
Address * Required if card is associated with a company
City * State * Zip *
Country * UNITED STATES OF AMERICA
Phone Number * Format is 555-555-5555, use + for international
4. Enter your Email Address for a receipt to be sent to you
Email Address jbizewski@ndnu.edu
[Continue](#) [Cancel](#)

[Privacy policy](#) [About us](#) [Contact us](#) [Campus directory](#)

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On the next screen verify your information and click “Continue”

ndnu.edu - Search x | Resources - Notre Dame de Namur x | My Account Info - Verify Payment x | Resources - Notre Dame de Namur x | Business Office - Notre Dame de Namur x | +

https://campusportal.ndnu.edu/ICS/Students/Account_and_Financial_Aid_Information.jnz

NOTRE DAME
DE NAMUR UNIVERSITY

[Home](#) [Students](#) [GL and Requisitions](#) [Campus Life](#) [My Pages](#)

You are here: [Students](#) > [Student Account Information](#) > [My Account Info](#) > [My Account Info](#) > [My Account Info](#) > [My Account Balances](#) > [View Transactions](#) > [Pay on My Account](#) > Verify Payment Information

Student Account Information

My Account Info - Verify Payment Information

Please verify that all information is correct. Click the Continue button to continue. Click the Back button to return to the Enter Payment Information page to correct the information. Click the Cancel button to choose another form of payment.

Payment Amount and Description

Amount: \$0.01
Description: This is an AR payment.

Credit Card Information

Card Number: 4
Card Type: VISA
Card Code: 731
Expiration Date: 11/2024

Billing Address

Name: Julie Steward-Bizewski
Company Name: Notre Dame de Namur University
Address: 1500 Ralston Avenue
City, State, Zip: Belmont, CA 94002
Country: US
Phone Number: 650-508-3432
Email Address: jbizewski@ndnu.edu

[Continue](#) [Cancel](#) [Back](#)

[Privacy policy](#) [About us](#) [Contact us](#) [Campus directory](#)

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Once your payment has been successfully processed you will receive a message on the Payment Submission Results” screen

The screenshot displays the 'Student Account Information' page on the Notre Dame de Namur University campus portal. The page is titled 'Student Account Information' and features a navigation menu on the left with options like 'Students', 'Students - Home', 'Advising and Registration', 'Grade Report', 'Student Account Information', 'Financial Aid Information', and 'New Students'. The main content area shows a confirmation message: 'This transaction has been approved.' Below this, it states 'Please retain this information for your records.' and provides transaction details: Transaction Date (6/8/2022 6:07:23 PM), Total Amount Paid (\$0.01), Method of Payment (Credit Card), Payment Applied To (AR Payment), and Description (This is an AR payment). A section titled 'Transaction Information' lists Card Number (XXXXXXXXXX9462), Card Type (VISA), Invoice Number (23309), Name (Julie Steward-Bizewski), Company Name (Notre Dame de Namur University), Address (1500 Ralston Avenue), City State Zip (Belmont, CA 94002), and Country (US). A link 'Return to My Account Info' is provided at the bottom. The footer includes links for 'Privacy policy', 'About us', 'Contact us', and 'Campus directory', along with a version number 'Powered by Jenzaban v9.2.2'.

https://campusportal.ndnu.edu/ICS/Students/Account_and_Financial_Aid_Information.jnz

NOTRE DAME
DE NAMUR UNIVERSITY

Home Students GL and Requisitions Campus Life My Pages

You are here: Students > Student Account Information > My Account Info > My Account Info > My Account Balances > View Transactions > Pay on My Account > Payment Submission Results

Student Account Information

My Account Info - Payment Submission Results

This transaction has been approved.

Please retain this information for your records.

Transaction Date: 6/8/2022 6:07:23 PM
Total Amount Paid: \$0.01
Method of Payment: Credit Card
Payment Applied To: AR Payment
Description: This is an AR payment.

Transaction Information

Card Number: XXXXXXXXXXXX9462	Name: Julie Steward-Bizewski
Card Type: VISA	Company Name: Notre Dame de Namur University
Invoice Number: 23309;	Address: 1500 Ralston Avenue
	City State Zip: Belmont, CA 94002
	Country: US

[Return to My Account Info](#)

Privacy policy About us Contact us Campus directory

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The designated email used for the payment will receive an emailed receipt from “ Auto-Receipt” titled “Transaction Receipt from Notre Dame de Namur University”

The Business Office staff receive an email for each payment successfully made online within moments. The payment is immediately visible in your account transactions and you can verify by navigating back to “My Account Info – My Account Balances” and click on the amount due link.

If you encounter any error messages please contact the Business Office for assistance.

Businessoffice@ndnu.edu

Office phone: 650-508-3432

Cell phone: 650-830-2676