

## Instructions for Payment

Log in to Lamar University's payment portal - <https://my.wip.lamar.edu/>

Scroll down to "Student Bill Payment" and open the link.

Please use your Banner student ID number and your PIN (birth date MMDDYY) to login. If you do not have your Banner ID, please contact the Records office at [luap-ugrecords@lamar.edu](mailto:luap-ugrecords@lamar.edu) for Undergraduate students and [luap-grrecords@lamar.edu](mailto:luap-grrecords@lamar.edu) for Master students.

From Current Account Status, choose "Make a Payment" and proceed with your payment.

- If paying with a credit card, a convenience fee of 3% of the total payment amount, with a \$3.00 minimum, will be charged.
- You can avoid paying the convenience fee by utilizing the new Electronic Check option. Electronic Check enables you to make payments directly from any checking or savings account.
- VISA credit cards will now be accepted for payments of tuition and fees. The University will continue to accept Master Card, American Express and Discover.

Please note: you may be enrolled in all sessions for the current term. If you wish to pay only the current session balance, you will be able to change the amount of the payment **after** you select the payment method. You will be asked the amount you want to pay and at that point, you can change the account balance to the amount due for the current session.

Should you wish to pay by check, please include your Banner student ID number on the check (located at the top of your enrollment email). Mail the payment to:

Lamar University  
Attn: Cashiers Office  
PO Box 10183  
Beaumont, Texas 77710