How to Make a Payment with Epay

NYU Shanghai has partnered with ePay to give students and their families an easy-to-use platform to pay for tuition and fees through a secure online service via multiple payment options, which include Alipay, WeChat pay in currency CNY. NYU Shanghai and Epay do not charge a fee for this service.

Step 1: Access Epay

1) You can access ePay from NYU eSuite

Chinese/International Students: You can access ePay from eSuite via Albert Student Center by using your NYU Shanghai NetID and password.

Parent/Authorized User: You must be invited by student to create an eSuite account to have access.
2) You also can access the site directly by using your computer or mobile phone’s browser to go to link: https://pay.shanghai.nyu.edu/tuition/index

Tips: 1) To avoid possible problems in using, we recommend the use of Chrome and Firefox on your computer.

2) Please do Not open the link directly in WeChat.

3) Instructions for how to logging into eSuite:
   - Chinese Students and Authorized Users
   - International Students and Authorized Users

Step 2: Enter the Payment Information

Fill in all information in the required fields including Payment Item, NetID, University ID, Name, Phone Number and Amount.
Step 3: Select Your Payment Method

**PC Browser**

1) Choose a payment method you wish to pay on icon “WeChat” or “Alipay” and Click “Continue” to next step.

2) You will be redirected to a new page with the QR Code.
3) Scan the QR code in WeChat or Alipay to complete your payment.
Mobile Browser

1) Choose a payment method you wish you pay on icon “WeChat” or “Alipay” and Click “Continue” to next step.

2) Redirect you to your WeChat/Alipay App and complete your payment from there.

Tips: 1) Once the QR Code has been scanned by one Alipay/WeChat account user, it will not be reusable for other Alipay account. If you wish to change the payer, please cancel the current payment page and create a new page and complete the payment.

2) Please be aware that your bank card may have the single transaction limit and/or daily transaction limit. In this case, you could make multiple ePay payments.

Step 4: Payment Confirmation

After pay successfully, please make sure to wait until the following message is displayed. And then you will also receive a confirmation email at student’s official NYU email address (netid@nyu.edu) notifying you the payment has been processed successfully.

Payment Confirmed

Thank you for your payment to NYU Shanghai! Please record the payment reference number given below.

A confirmation email will also be sent to [abc123@nyu.edu].

谢谢您向上海纽约大学付款！请务必记下您的支付确认号，确认邮件将会发送至您的邮箱【abc123@nyu.edu】

【20200517155000037499 】
Step 5: Payment Finalized

1) While the ePay transfer is in progress your bursar account will continue to show the outstanding amount. Any discrepancies may delay the delivery of your payment.

2) The status of your ePay payment will be updated in your bursar account once your funds have been received and delivered to NYU Shanghai. Generally, two to five business days after you initiate a payment.

3) Students or parents with questions regarding ePay payment, please feel free to contact us by email at shanghai.studentaccounts@nyu.edu and attached the screenshot of the Web page in question if available.