



How to Make an Online

Payment on eSuite

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Tips

❖ Please make sure the payment can be done within 30 minutes

❖ Microsoft Edge on IE mode or Firefox is Suggested

❖ Safari is not supported

❖ Please refer to the FAQ at the end of the document for any questions

Announcement

Need to make an international payment via Flywire?
Need to make a payment via Alipay or Wechat?
Visit [NYU Shanghai Official Website](#) for information on the University Refund Schedule for Dropping Courses and Important Dates and Deadlines.

Student Account

ID: xxxx8107

Balance ¥ 0.00

[View Activity](#) [Make Payment](#)

Statements

Your latest eBill Statement
(6/13/24) Statement : ¥ 11,272.00

[View Statements](#)

My Profile Setup

- [Authorized Users](#)
- [Personal Profile](#)
- [Security Settings](#)

Step 1: Click "Make Payment"

Account Payment



Amount



Method



Confirmation



Receipt

Payment Date: 7/7/24

Current Account Balance

Enter payment amount and click 'Add' to include in the payment total.

Student Account | -¥0.06¥

¥ 0.00 Add

You can edit the payment amount by clicking on it

Step 2: Enter payment amount and click "Add"

Then, click "Continue"

No payment is needed if your account shows a negative balance. The excess amount is refundable.

Personal Note

Enter a brief payment note

[Text input field]

Payment Total ¥ 0.00

Continue

Account Payment



Amount: ¥ 0.04

Method:*

Select Method

Select Method

Other Payment Methods

Online Banking

Step 3: Select Online Banking in the dropdown menu.

Then, click "Continue"

Back Cancel **Continue**

* Indicates required information

Online Banking - You will be redirected to ICBC to complete this transaction.



Account Payment



Amount



Method



Confirmation



Receipt

Review transaction details



Please review the transaction details. Clicking Continue will navigate to a new site, where you will complete the fund confirmation.

Payment Information

Payment Date 7/9/24

| Term | Account | Amount |
|-------------|-----------------|--------|
| Summer 2024 | Student Account | ¥ 0.04 |

Total Payment Amount ¥ 0.04

Change Amount

Paid To

New York University Shanghai

Confirmation Email

Your NYU email address

Selected Payment Method

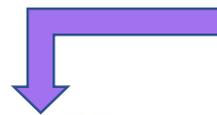
Account: ICBC

Change Payment Method

Payment amount:¥ 0.04

Payment typeOnline Banking

Make sure you can complete payment in 30 minutes



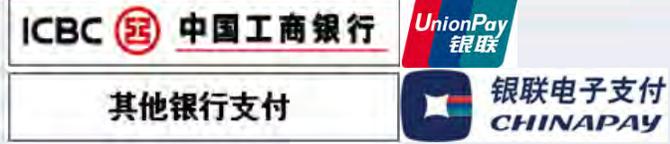
Step 4: Click "Continue to Online Banking"



Back Cancel Continue to Online Banking

Once proceeding to checkout you will have 30.0 minutes to complete the fund confirmation.

Step 5: Choose payment option



Use of the ICBC Payment Portal is recommended.

Should you encounter any problems with the ICBC Payment Portal, please consider the ChinaPay Payment Portal as an alternative.



订单信息

[订单详情 ▼](#)

商户名称: 上海纽约大学

商品名称: StudentAccountPayment

金额: **RMB 0.04**

提示: 您可使用与我行工银e支付绑定的手机号进行短信验证完成支付, 也可使用U盾、密码器或口令卡介质进行支付验证。

短信

您可以输入已开通工银e支付短信方式的卡(账)号后六位、手机号进行支付。如果您尚未开通工银e支付短信方式, 可使用柜面预留手机号及完整卡(账)号直接支付并注册。未在柜面预留过手机号的客户, 您也可以输入全卡号及手机号, 通过验证U盾等介质来完成支付及注册。

手机号码:

卡(账)号后六位/别名:

Fill in your Chinese phone number and the last six digits of your account number. Then, click “下一步”

下一步

- U盾/密码器/口令卡
- 其他方式

订单信息

订单详情

商户名称: 上海纽约大学

商品名称: StudentAccountPayment

金额: RMB 0.01

短信

1. 请仔细核对订单信息和下面支付信息:

支付卡(账)号: [blurred]

金额: RMB 0.01

2. 请输入您手机收到的短信验证码:

请输入您手机 ([blurred]) 接收到的短信验证码。

短信验证码: (发送编号为 [blurred])

验证码:  [刷新验证码](#)

Fill in the verification code sent to your phone number.

Fill in the CAPTCHA

如果您在 41 秒内没有收到我行发送的验证码短信, 可以选择以下方式完成。

选择 [重新获取短信验证码](#) 我行95588将向您重新发送短信, 请您将短信验证码填入本页后提交, 当前您还可以使用3次该功能。

Click “提交” to submit the form. Payment is finalized after this point.

提交

取消

[其他付款方式](#)

提示信息:



订单信息 订单详情 ▼

商户名称: 上海纽约大学 商品名称: StudentAccountPayment

金额: **RMB 0.04**

提示: 您可使用与我行工银e支付绑定的手机号进行短信验证完成支付, 也可使用U盾、密码器或口令卡介质进行支付验证。

- 短信
- U盾/密码器/口令卡**

请使用工行卡支付

卡(账)号:

**Fill in your full bank account number.
Then, click “下一步”**

- 其他方式



订单信息

订单详情

商户名称: 上海纽约大学

商品名称: StudentAccountPayment

金额: RMB 50,000.00

U盾/密码器/口令卡

您在我行的预留信息如下:

Your Name

Confirm your name.
Then, click “付款”

“预留信息验证”可助您有效识别银行网站、防范不法分子利用假银行网站进行网上诈骗。如果网页上没有显示预留验证信息或显示的信息与您的预留信息不符,您应该立即停止交易并与我行24小时客户服务热线95588联系。

付款

取消

其他付款方式

提示信息:

暂无相关协议内容,请联系我行。

No agreement, please contact us.

订单信息 订单详情

商户名称: 上海纽约大学 商品名称: StudentAccountPayment

金额: **RMB 50,000.00**

U盾/密码器/口令卡

1. 请仔细核对订单信息和下面支付信息:

支付卡 (账) 号:

金额: **RMB 50,000.00**

Confirm payment amount

Enter the serial number into your ICBC electronic password device.

2. 请您使用工银电子密码器进行验证:

(下图内容包括六位随机数和支付金额, 请仔细核对。)

1. 请在“工银电子密码器”中输入 **3632585000**

Click “确认” on the password device to get the dynamic password

2. 按下“工银电子密码器”的“确认”键获取动态密码。

Fill in the dynamic password

动态密码:

Fill in the CAPTCHA

验证码: **4niy** [刷新验证码](#)

[其他付款方式](#)

Click “提交” to finalize payment

提示信息:

- 请您再次核对商城名称及支付金额与您所购商品商城名称及金额是否一致, 确认无误后再进行支付。
- 支付时请不要开启远程协助功能, 避免他人操作您的计算机。如有疑问, 请咨询95588。
- 如果使用境外银行卡进行消费, 您可能会因汇率变动而承担汇率损益, 汇率及订单记账金额仅供参考。

Step 6C: Pay with a listed bank

ICBC  工银E支付

订单信息

[订单详情](#) ▼

商户名称: 上海纽约大学

商品名称: StudentAccountPayment

金额: RMB 0.04

提示: 您可使用与我行工银E支付绑定的手机号进行短信验证完成支付, 也可使用U盾、密码器或口令卡介质进行支付验证。

- 短信
- U盾/密码器/口令卡



其他方式

银联在线支付

他行卡快捷支付



中国农业银行
AGRICULTURAL BANK OF CHINA



北京银行
BANK OF BEIJING



交通银行
BANK OF COMMUNICATIONS



上海银行
Bank of Shanghai



中国光大银行
CHINA EVERBRIGHT BANK



中国民生银行
CHINA MINSHENG BANK



中信银行
CHINA CITIC BANK



华夏银行
HUAXIA BANK



平安银行
PING AN BANK



中国邮政储蓄银行
POSTAL SAVINGS BANK OF CHINA

Choose your bank. Then, click “下一步”

下一步

Step 6D: Pay with an unlisted bank



订单信息 订单详情 ▼

商户名称: 上海纽约大学 商品名称: StudentAccountPayment

金额: **RMB 0.04**

提示: 您可使用与我行工银e支付绑定的手机号进行短信验证完成支付, 也可使用U盾、密码器或口令卡介质进行支付验证。

- 短信
- U盾/密码器/口令卡

- 其他方式
 - 银联在线支付
 - 他行卡快捷支付

他行银联卡号:

Fill in your bank account number.
It has to be a card that supports UnionPay

订单信息

订单详情 ▾

商户名称: 上海纽约大学

商品名称: StudentAccountPayment

金额: **RMB 0.01**

短信



交易成功!

订单号为: 1719986035706206

交易流水号为: HEZ418540283574493

您尾号■■■■的卡已经成功注册工银e支付, 订单支付成功!

Note down the transaction number. If something went wrong during the transaction, this is your proof of payment.

商城取货

提示信息:

您可以在我行网上银行、电话银行、WAP手机银行、网点四个渠道办理信用卡分期付款服务。

Step 7: Please DO NOT close this window.
Go back to Albert without closing this window and wait for
payment confirmation (as shown on next page)

Account Payment



Amount



Method



Confirmation



Receipt

Your payment in the amount of ¥ 0.02 was successful. A confirmation email was sent to YOUR NYU EMAIL . Please print this page for your records. To view all payments, go to My Account > Payment History.

Payment date: 7/3/24

Amount paid: ¥ 0.02

Student name: [blurred]

Paid to: New York University Shanghai
UNITED STATES

Account number:

Successful online payment!
You will receive a confirmation email.

Print

FAQ

NYUSH Bursar Contact Information

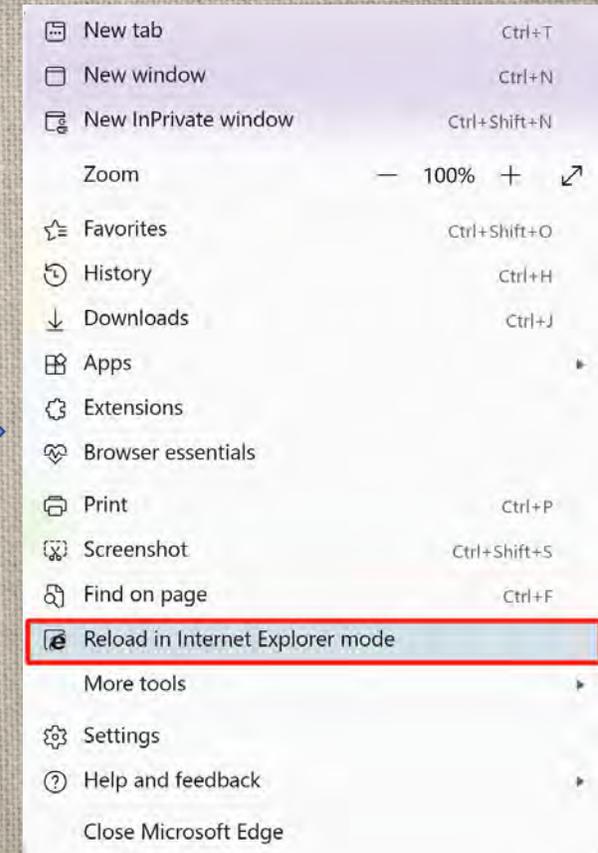
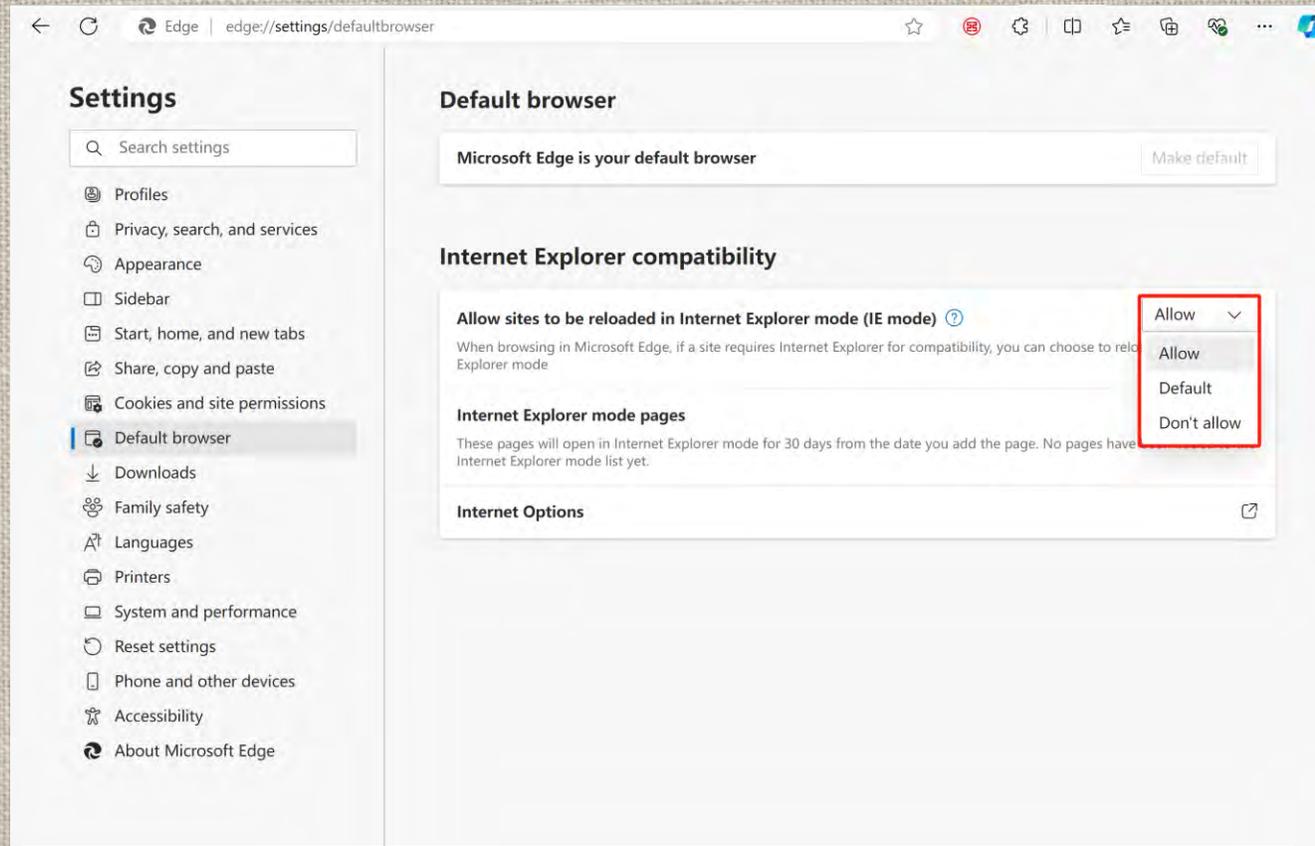
 +86-21-20596666

 shanghai.studentaccounts@nyu.edu

Use Edge on IE Mode

1. In the address bar for Microsoft Edge, type **edge://settings/defaultbrowser** and then click Enter.
2. Slide the **Allow sites to be reloaded in Internet Explorer** toggle to **ON**.
3. Restart Microsoft Edge.
4. Navigate to the website you want to view in Internet Explorer mode.
5. Click the three dots in the upper right corner of the browser window.
6. Select **Reload in Internet Explorer Mode**.

Use Edge on IE Mode



Install Browser Plug-in and Bank App

- Some banks, such as ICBC, will require you to install a plug-in and app for security purposes.



Click on the link to go to ICBC's plug-in



Install the plug-in and restart the browser afterwards.

continue to next page

Install Browser Plug-in and Bank APP

The screenshot shows the ICBC Internet Banking Assistant interface. At the top, it displays the ICBC logo and the text '工银e支付'. Below this, there is a section for '订单信息' (Order Information) with fields for '客户名称: 上海纽约大学' (Customer Name: Shanghai New York University) and '商品名称: StudentAccountPayment' (Product Name: StudentAccountPayment). The amount is listed as '金额: RMB 0.01'. A message below states: '提示: 您可使用我行工银e支付绑定的手机号进行短信验证完成支付, 也可使用U盾、密码盾或口令卡合进行支付验证。' (Note: You can use the mobile number bound to my ICBC e-payment for SMS verification to complete payment, or use a USB Shield, Password Shield, or口令卡 for payment verification.) Under the '短信' (SMS) section, there are input fields for '手机号码:' (Mobile Number) and '卡(账)号后六位/别名:' (Card/Account Number Last Six Digits/Alias). A red box highlights a link: '您未安装网银助手, 请点击下载安装完成后重新浏览器。如为网银客户, 请点击有网银客户快捷安装, 并正确选择网银类型' (If you haven't installed the Internet Banking Assistant, please click to download and install, then restart the browser. If you are an Internet Banking customer, please click on the quick installation for Internet Banking customers and correctly select the Internet Banking type). At the bottom, there are radio buttons for 'U盾/密码盾/口令卡' (USB Shield/Password Shield/口令卡) and '其他方式' (Other ways).

The screenshot shows the 'Industrial and Commercial Bank of China Internet Banking Assistant v2.0' installation window. The title bar includes the ICBC logo and the text 'Industrial and Commercial Bank of China Internet Banking Assistant v2.0'. The main content area has a red background and white text: 'Welcome to use Industrial and Commercial Bank of China Internet Banking Assistant, please select corresponding installation type.' Below this, there are two large buttons: a blue button labeled 'One-key Installation for USBKey User' with a USB shield icon, and an orange button labeled 'One-key Installation for Non-USBKey User' with a calculator and keyboard icon. At the bottom, there is a note: 'Note: Please insert the USB Shield before conducting any operation for USB Shield user.' and a 'Custom Installation' link with a right-pointing arrow.

Click on the link to install ICBC's APP

Complete the installation and restart the browser again to make a payment

Additional Tips

- If you are encountering a transaction limit with your bank account while trying to make a payment, reach out to your bank's customer service. They can provide information on your current transaction limits and may be able to increase your limit.
- Clear browser cookies and cache
- Use Incognito/ InPrivate mode
- If all else fails, contact the Office of the Bursar