



Saint Mary's University has partnered with PayPath (Global Payments) to provide students with an online credit card fee payment option.

The Credit Card payment option is available online only. The online fee payment service is available by logging into your Self-Service Banner account and navigating to the Student Account Centre under your student profile. This service includes a non-refundable convenience fee of 2.65% with a \$3.00 minimum transaction fee that is collected directly by PayPath, a third-party credit card provider.

Frequently Asked Questions about Credit Cards

How do I make a credit card payment?

Credit card payments can be made online through Banner Self-Service, by logging in to Self-Service Banner, selecting the Student tab > Student Profile> Student Account Centre.

Which credit cards are accepted as payment options?

MasterCard, VISA, American Express and Discover will be accepted for student tuition and fees.

What is the convenience fee?

The credit card convenience fee is the cost of making a credit card payment. It is charged by the service provider PayPath, at a rate of 2.65% of the total payment made with a minimum \$3.00 transaction fee. This fee is not paid to Saint Mary's University. The convenience fee will be displayed as a separate charge on the online credit card payment receipt.

Will I get a receipt showing proof of payment?

Yes, you will be required to enter an email when making a payment. The receipt will be sent to this email address. Students can also print a receipt from their Student Account Centre.

Is the convenience fee refundable?

No, the fee is not refundable. It is a charge by PayPath to allow for the payment by credit card.

Can I pay my account in person using a credit card if I pay the convenience fee?

No, a convenience fee cannot be charged on an in-person transaction. In order to use a credit card to pay tuition on a student account, the transaction must be completed online through the Student Account Centre.

When is the convenience fee not charged?

Saint Mary's will continue to accept credit cards without charging a convenience fee for other payments such as application fees, residence deposits and tuition deposits.