

# Fee Payment Options

### Before You Pay

Ensure you have the following details ready:

- Your 8-digit student ID
- Amount to be paid
- Fee Code ([lookup here](#))
- Relevant term/ semester code e.g. 202130

### After You Pay

- Retain a print/photograph/email of payment receipt
- Send to [bursar@costaatt.edu.tt](mailto:bursar@costaatt.edu.tt)
- Check your student email for confirmation that the payment was received and processed

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### Banner Online Payment

- Login to [Self Service Banner](#)
- Go to the Student tab and select *Student & Financial Aid > Online Payment > COSTAATT Student Account Suite*
- Using your credit card or VISA debit card\* select the items to be paid for and checkout

\* Confirm with your bank if your debit card can be used for payments online and the daily limit allowed

Downloads: [Banner Online Payment Manual](#)

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### Personal Online Banking (FCB and RBL only)

- Login to your personal online banking
- Add COSTAATT as a payee
- Include in your payment description your student ID, the type of fee you are paying and the relevant term/semester

Downloads: [FCB Manual](#) | [RBL Manual](#)

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### Inter-Bank Transfer Online

- Login to your personal online banking
- Select the relevant option to transfer funds
- The receiving bank is First Citizens Bank, account number **1210236**
- Include in your transfer/payment description your student ID, the type of fee you are paying and the relevant term/semester

Downloads: [Payment Guide](#) (Page 2)

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### Direct Deposit at First Citizens Bank Branch

- Visit any First Citizens Bank branch
- At teller, provide your name, COSTAATT's account number (1210236), your student ID number, the type of fee you are paying and the relevant term/semester.

Downloads: [Payment Guide](#) (Page 2)

For payment queries, contact the Office of the Bursar [bursar@costaatt.edu.tt](mailto:bursar@costaatt.edu.tt)

**NOTE:** It is of extreme importance that all requested details be provided, for each payment to be processed on time. Missing or incorrect details result in delayed processing as the Bursar's office must confirm the payee's identity, payment type and relevant semester prior to posting the payment.