

Pay using Flywire

Flywire was chosen by Newcastle University to give you a simple, reliable way to pay. their platform is designed for both UK and International Students, to take the stress and uncertainty out of education payments.

Online Payment Portal

How do I make a payment?

The payment process varies depending on the payment option that you select.

When fist visiting the <u>Online Payment Portal</u> you will first be asked to enter your Student ID, this can be found on your smartcard for the top left corner of your offer letter. Please ensure when entering your Student ID, you prefix the number with an "S" e.g. **S**012345678

Enter you First Name and Last name where prompted, and then tick that you accept the University's <u>Terms and Conditions</u>

You will then be asked to choose what it is you are paying, Accommodation Charge, Tuition Fee Deposit or Tuition Fees. Please note the minimum payment that can be made on this portal is £25.00.

Enter your country and payment amount

- Enter the country that your payment is coming from and the amount you wish to pay
- Click "NEXT" to continue. You will then see all of the payment methods that Flywire offers for payments from your country to your institution

Select your payment method

- Flywire will automatically display the total amount in your local currency for the available payment options based on the country you select to pay from. These options could include standard bank transfer or debit/credit card payment options
- Standard bank transfer (also known as a wire) is the most cost-effective method. Please note, to complete the payment you will need to <u>make</u> <u>arrangements with your bank</u> (in person, online, or over the phone) and send your funds to Flywire in your chosen currency

- Debit/credit card will allow you to make an online payment in your home currency. Unlike traditional international credit card payments, Flywire handles the foreign exchange so you will know the exact amount that will be deducted from your account before you make your payment. Please note that debit/credit card payments are not available in every country or for every institution
- Flywire will then convert your currency and pay your institution
- If you select your home country but you do not see your home currency, do not worry — you can always pay in the currency of your institution or select a different currency. To do so, click the "I want to pay in another currency" link at the bottom of the page. The process and benefits will remain the same for these payment methods, however, your bank will handle the foreign exchange before sending the funds to Flywire

Enter the payer's information

- Enter the payer's personal details. The payer information should include the details of the account or card holder who is making the payment on your behalf
- Agree to Flywire's terms and conditions by checking the box at the bottom of the form
- Click "NEXT" to continue

Enter the payment information

- Fill out the information required by your institution
- Enter the contact information and the payment information
- Click "NEXT" to continue

Review and confirm your information

- Review the payer and the payment information for accuracy. Use the "PREVIOUS" button if you would like to edit your information
- Click "PAY" to continue

For bank transfer payments: Review your payment instructions and make your payment

- Your payment instructions (including Flywire's bank account details) will be automatically displayed
- You can also download a copy of these instructions in a PDF document. Please note that we will not ask for your bank account details

For credit card payments: Enter your card details

- Enter your card number, name, expiration date, and security code
- Enter your information in 15 minutes before the session times out
- Click "Make Payment" to continue

For online method: Log in with your credentials to the selected online method

• Follow the instructions to complete your payment

You will receive a link in your email that allows you to <u>track</u> your payment and access your payment instructions.

The <u>status of your payment</u> will be updated once your funds have been received by Flywire and delivered to your institution

Please note:

- For certain payment methods Flywire may ask you for additional information and documents as required by local regulation
- When completing the payer information section, please use the details of the account holder, card holder, and/or the person making the payment on your behalf. Any discrepancies may delay the delivery of your payment.

Please see the below link for making payments from specific regions

Region-Specific Payments – Flywire

This is a sample of the payment types Flywire accept dependant on the country you are making the payment from



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