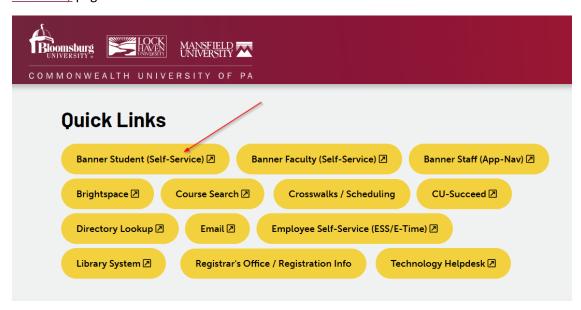
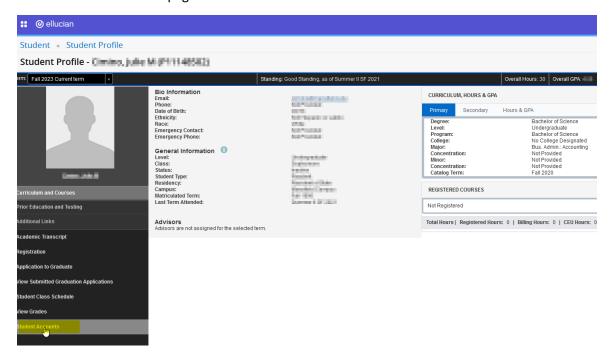


STUDENT ACCOUNTS/BILLING - HOW TO MAKE AN INTERNATIONAL PAYMENT

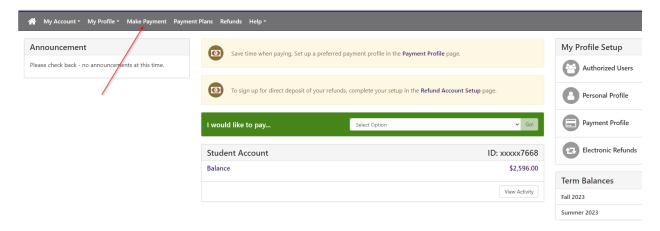
Log in to Student Self Service by clicking on the link on the My Commonwealth | Commonwealth University page.



From the Student Profile page click on Student Accounts located on the bottom left hand side.



All information pertaining to the student account will be found here. To make a payment simply click on 'Make Payment'.

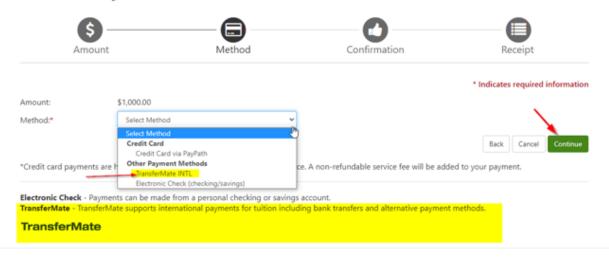


Select the term the payment is being made on and the amount you want to pay. Click on the field where the amount is listed to change the amount you want to pay. Be sure to click 'ADD' after you have the correct amount to pay entered. Click 'Continue' at the bottom of the page.

\$		_	
Amount	Method	Confirmation	Receipt
Payment Date: 4/14/23			
Pay By Term Enter payment amount and click 'Add' to in	clude in the payment total.		
Fall 2023 \$1,000.00	\$ 1,000.00 Add		
Summer 2023 \$1,596.00	\$ 1,596.00 Add		
Personal Note Enter a brief payment note			
	B		
		Paym	ent Total \$0.00
			Continue

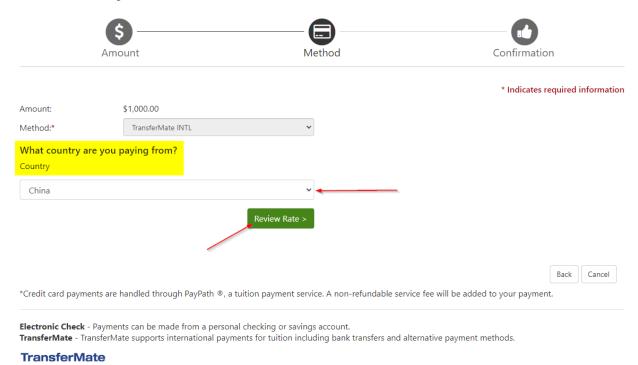
Select the method of payment. There are three options: Credit Card, Electronic Check and TransferMate INTL. TransferMate INTL will be the preferred method for International Students. After selecting the payment method click 'Continue'.

Account Payment

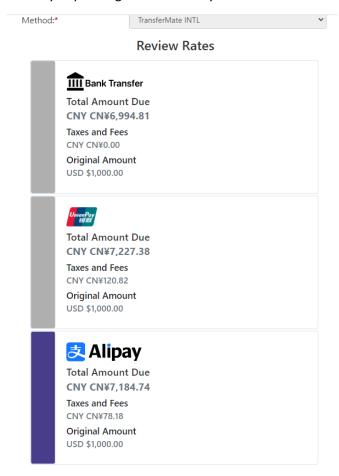


If paying by TransferMate INTL select the Country you are paying from and click 'Review Rate'.

Account Payment



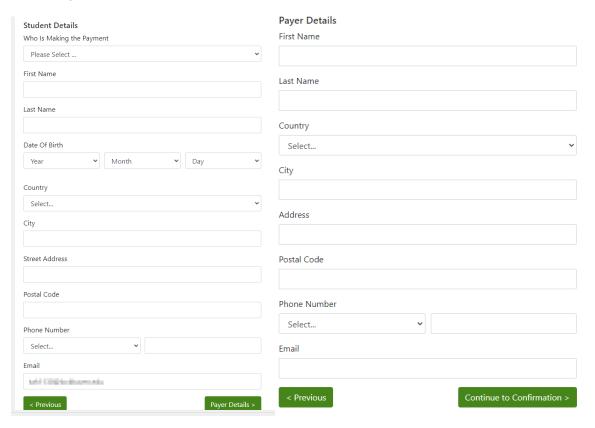
This will populate the currency rate information for the selected Country and list all possible payment options as well as any taxes and fees. The Bank Transfer option is offered for all Countries, other options will vary depending on the Country.



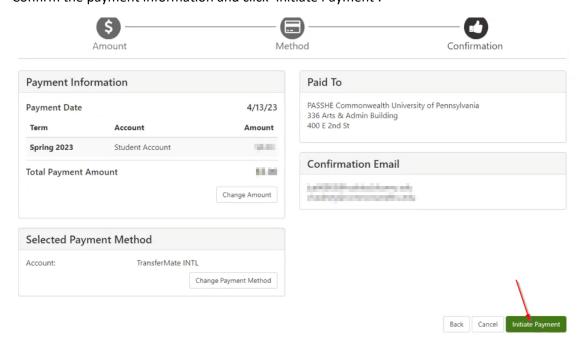
Select the option for payment and enter all additional information listed and then click 'Enter Details'.



Student Details will need entered then click 'Payer Details' to enter the Payer Details as well. If the student is also the payer you will need to enter the information twice. Click 'Continue to Confirmation' once complete.



Confirm the payment information and click 'Initiate Payment'.



The student/payer will then receive an email with the information needed to complete the payment. This will need to be taken care of within 48 hours. Please see an example email below.

Please follow the instructions below and complete your payment.

Please be aware for each payment / instalment you must create a new payment registration.

You now need to arrange a bank transfer to the TransferMate Bank Account as detailed below.

You can either do this by using your online banking app or by visiting your bank in person and arranging the bank transfer.

TransferMate must receive your payment in their account within 48 hours. You will need to allow 1 working day for the funds to reach their account.

When transferring the funds ensure that you enter your name and date of birth or below reference number, so your payment can be allocated.

(IMPORTANT! Cash lodgements, Drafts, Cheques or any payments from company/corporate/business accounts will not be accepted and they will be rejected by the bank!).

TO FULFIL THE FX CONTRACT YOU HAVE ENTERED WITH TRANSFERMATE PLEASE SEND USD (United States of America Dollars).

SENDING ANY OTHER CURRENCY WILL INCUR EXTRA COSTS DUE TO FOREIGN EXCHANGE FEES WHICH YOU WILL BE ASKED TO COVER.

PLEASE MAKE SURE YOUR BANK IS INSTRUCTED TO TRANSFER THE CORRECT CURRENCY AS PER THESE PAYMENT INSTRUCTIONS.

Note: Funds will not be automatically withdrawn from your bank account. You need to strictly follow the above steps to complete the process successfully.

TransferMate will never contact you via email or Skype to change the account details.

Transfer Currency USD
Transfer Amount USD 25

Bank Name Old National Bank

Account Number

SWIFT / BIC Code

ABA Number

Transfer Reference

Company / Payee Address Suite 915, North Michigan Avenue, Chicago, Illinois, 60601

Transaction Information for Consumers

Recipient may receive less due to fees charged by the recipient's bank and foreign taxes. You have a right to dispute errors in your transaction.

If you think there is an error, contact TransferMate within 180 days at +1 866-539-7793 or compliance@transfermate.com.

You can also contact us for a written explanation of your rights.

You can cancel for a full refund within 30 minutes of payment, unless the funds have been picked up or deposited.

For questions or complaints about Transfermate, Inc., contact:

Consumer Financial Protection Bureau

+1 855-411-2372

+1 855-729-2372 (TTY/TDD)

www.consumerfinance.gov

Click here for State Regulatory Contact Information and Disclosures.

TransferMate Company Address:

Transfermate

Suite 915,

333 North Michigan Avenue,

Chicago, Illinois, 60601, USA

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