How to Access Your Billing Statement (Graduate & Cont. Studies Students)

Please note: All billing is done electronically; paper bills are not generated.

Student Directions:

1. Log on to my.Fairfield
2. Go to Services tab; select Bursar page; select Graduate and Continuing Studies Students; click Online Billing and Payment
3. Input your Net ID and NetID password; go to eStatement tab; use drop down menu for listing of billing statements. You may also review student account activity and make secure electronic check payments on this site.

Authorized Users (see step 3 above prior to adding an authorized user):

Students can add Authorized Users including parents, guardians and sponsors by completing the following steps:

- Login in to the online Billing and Payment system
- Select ‘Authorized Users’ from the menu bar; choose ‘Add an Authorized User’
- Provide the e-mail address of the Authorized User
- Press the ‘I Agree’ button

The authorized user will be notified by e-mail once this is completed.

No user will be able to access the website until they are authorized to do so by the student.

Students and authorized users will be notified at their email address whenever a billing statement is generated.

Frequently Asked Questions and additional Billing Information can be found at http://www.fairfield.edu/bursar

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