

CASHNet

Instructions for Students

CASHNet is an online tool used by OIT students to

- View OIT account and bill online
- Pay bill by eCheck or accepted credit card
- Sign up for eRefund
- Grant benefactor status to another person for viewing and/or paying a student's OIT bill

What information is in this document?

- How students login to CASHNet
- How to pay by eCheck
- How to pay by credit card (sorry, VISA is not accepted)
- How to set up a benefactor (let your spouse or parent pay)

A separate document of instructions is available on this website for benefactors. Refer your benefactors to the separate set of directions labeled “CASHNet Login Instructions for Benefactors.”

Credit card and eCheck information

- Credit cards accepted by OIT include MasterCard, Discover, American Express and Diners Club. ***Sorry, VISA is not accepted.***
- A 2.75% convenience fee is charged for using a credit card.
- You will not be charged a fee if you pay by eCheck
- Using eCheck is easy. You can find the information you need to use this method by looking at one of your blank checks.

Where do you find CASHNet?

Locate in one of two ways:

- Go directly to URL – <http://www.oit.edu/cashiers>
- Or, follow the navigation steps on the following pages

1. Start on the OIT homepage

The screenshot shows the Oregon Institute of Technology homepage as viewed in Microsoft Internet Explorer. The browser's address bar displays <http://www.oit.edu/>. The page features a navigation menu with dropdown menus for Prospective Students, Current Students, Faculty/Staff, Athletics, Visitors, and Alumni. The main content area includes the OIT logo, a search bar with a 'FIND' button, and a horizontal menu with links to HOME, ADMISSIONS, CAMPUSES AND PROGRAMS, CALENDARS, ABOUT OIT, RESOURCES, and LOGINS. A large photograph of a fountain is prominently displayed. To the right of the fountain, there is a 'NEWS EVENTS' section with several news items, including 'Hoff earns renewable energy scholarship from Vestas' and 'Open forums set for VP candidates'. Below the fountain image, there are links for 'PROSPECTIVE STUDENTS' and 'CURRENT STUDENTS'. At the bottom right, there is a 'STUDENT HIGHLIGHT' section.

Oregon Institute of Technology | Home - Microsoft Internet Explorer

File Edit View Favorites Tools Help

Address <http://www.oit.edu/>

Links [Blackboard CE](#) [OIT web mail](#) [Web for Faculty Student Login](#) [FACTS Login](#) [Banner lists](#) [Date-alyzer](#) [MyOIT Logins](#) [Class Schedule](#)

Prospective Students Current Students Faculty/Staff Athletics Visitors Alumni

OIT Oregon Institute of Technology

OIT PORTLAND | DIRECTORY | CONTACT US

HOME ADMISSIONS CAMPUSES AND PROGRAMS CALENDARS ABOUT OIT RESOURCES LOGINS

NEWS EVENTS News Events

Hoff earns renewable energy scholarship from Vestas
December 01, 2008

Open forums set for VP candidates
November 26, 2008

MHCC and OIT team up to offer degree programs
November 24, 2008

Kaptur recognized for best research
October 14, 2008

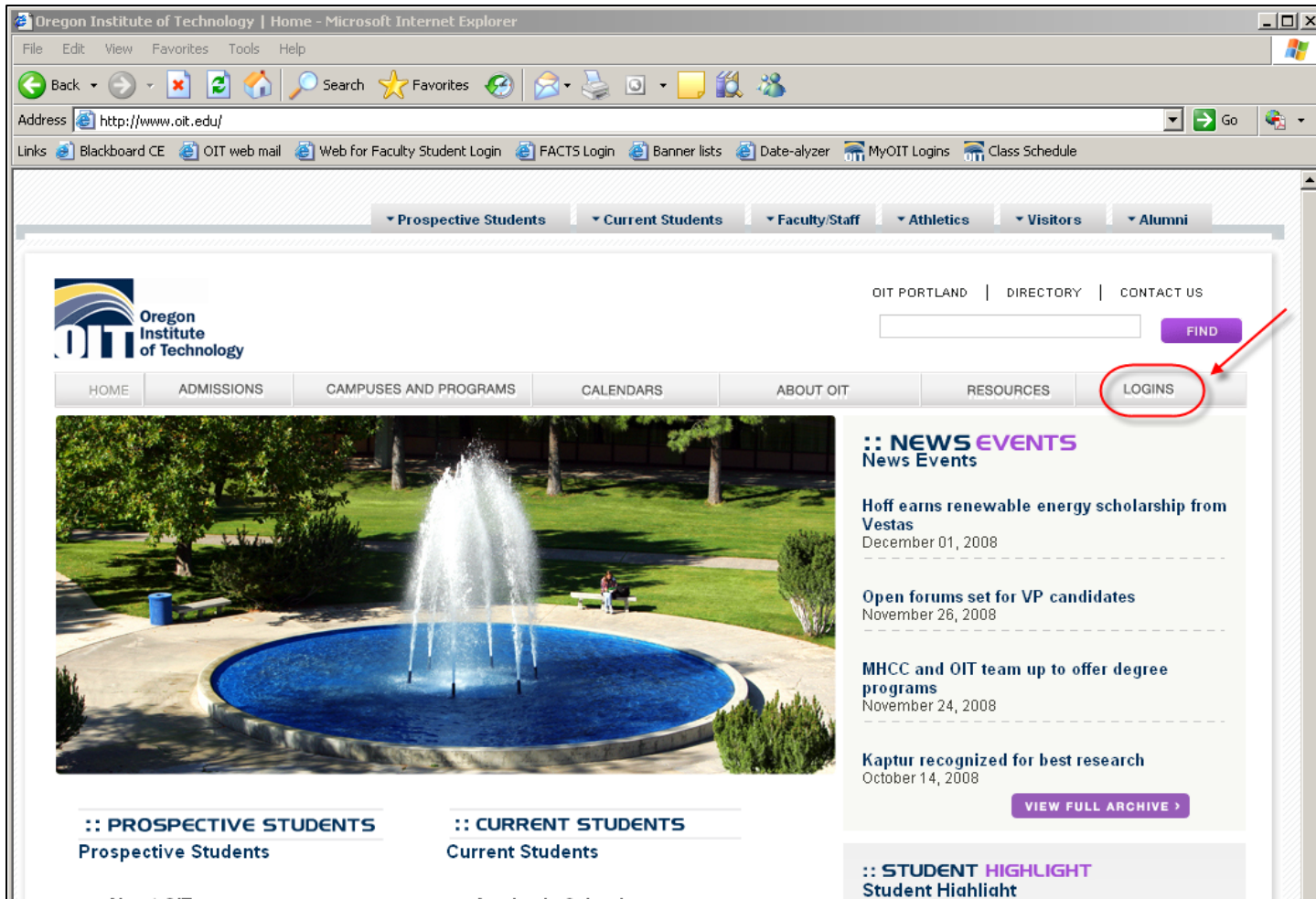
VIEW FULL ARCHIVE >

PROSPECTIVE STUDENTS Prospective Students

CURRENT STUDENTS Current Students

STUDENT HIGHLIGHT Student Hiahliat

2. Click “Logins” link

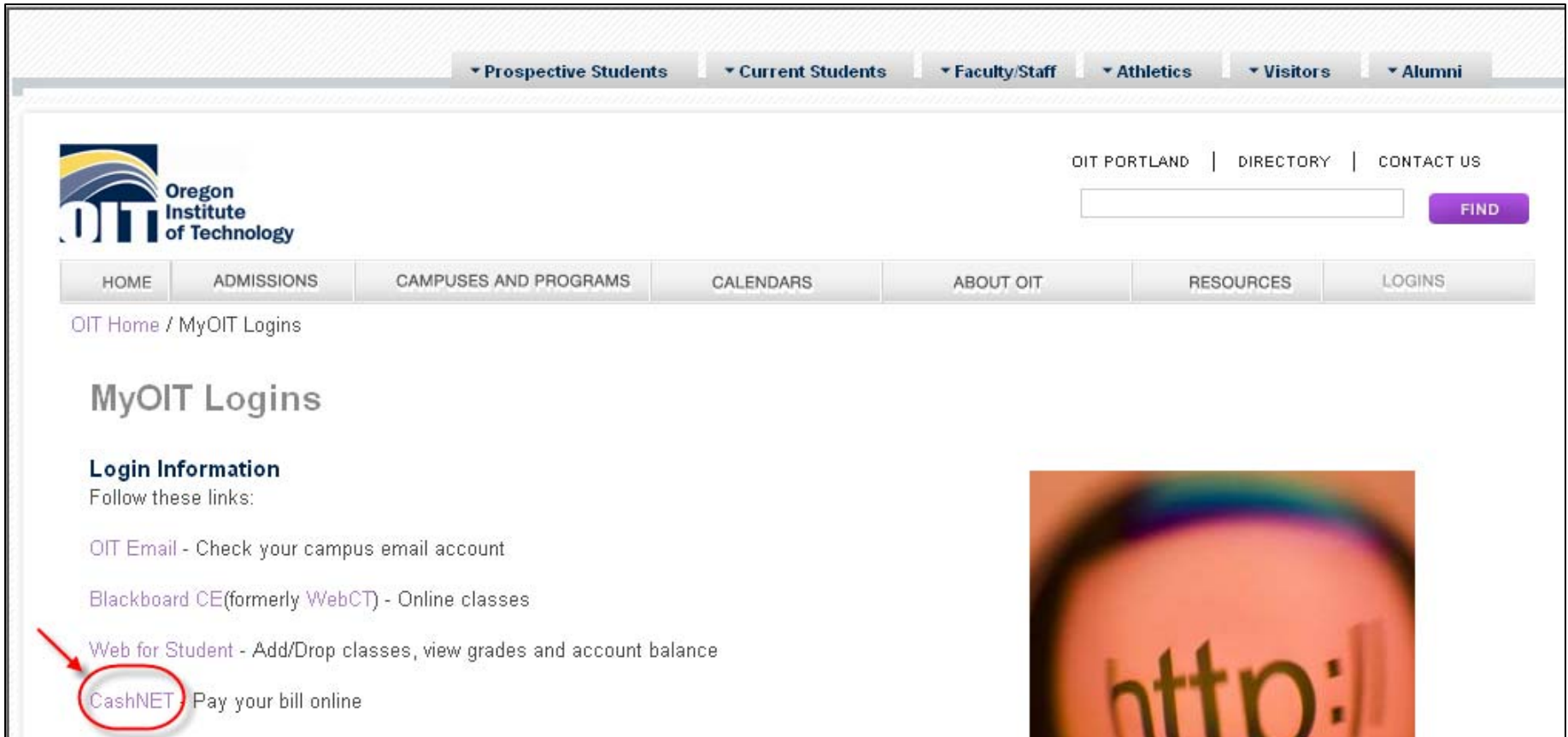


The screenshot shows the Oregon Institute of Technology website in a Microsoft Internet Explorer browser window. The address bar displays <http://www.oit.edu/>. The browser's menu bar includes File, Edit, View, Favorites, Tools, and Help. The toolbar contains icons for Back, Forward, Stop, Home, Search, Favorites, Refresh, Print, and other functions. Below the toolbar, a Links section provides quick access to Blackboard CE, OIT web mail, Web for Faculty Student Login, FACTS Login, Banner lists, Date-alyzer, MyOIT Logins, and Class Schedule.

The website's navigation menu includes dropdown menus for Prospective Students, Current Students, Faculty/Staff, Athletics, Visitors, and Alumni. The main content area features the OIT logo on the left and a search bar on the right with a 'FIND' button. A horizontal menu below the logo contains links for HOME, ADMISSIONS, CAMPUSES AND PROGRAMS, CALENDARS, ABOUT OIT, RESOURCES, and LOGINS. The 'LOGINS' link is circled in red, and a red arrow points to it from the right side of the page.

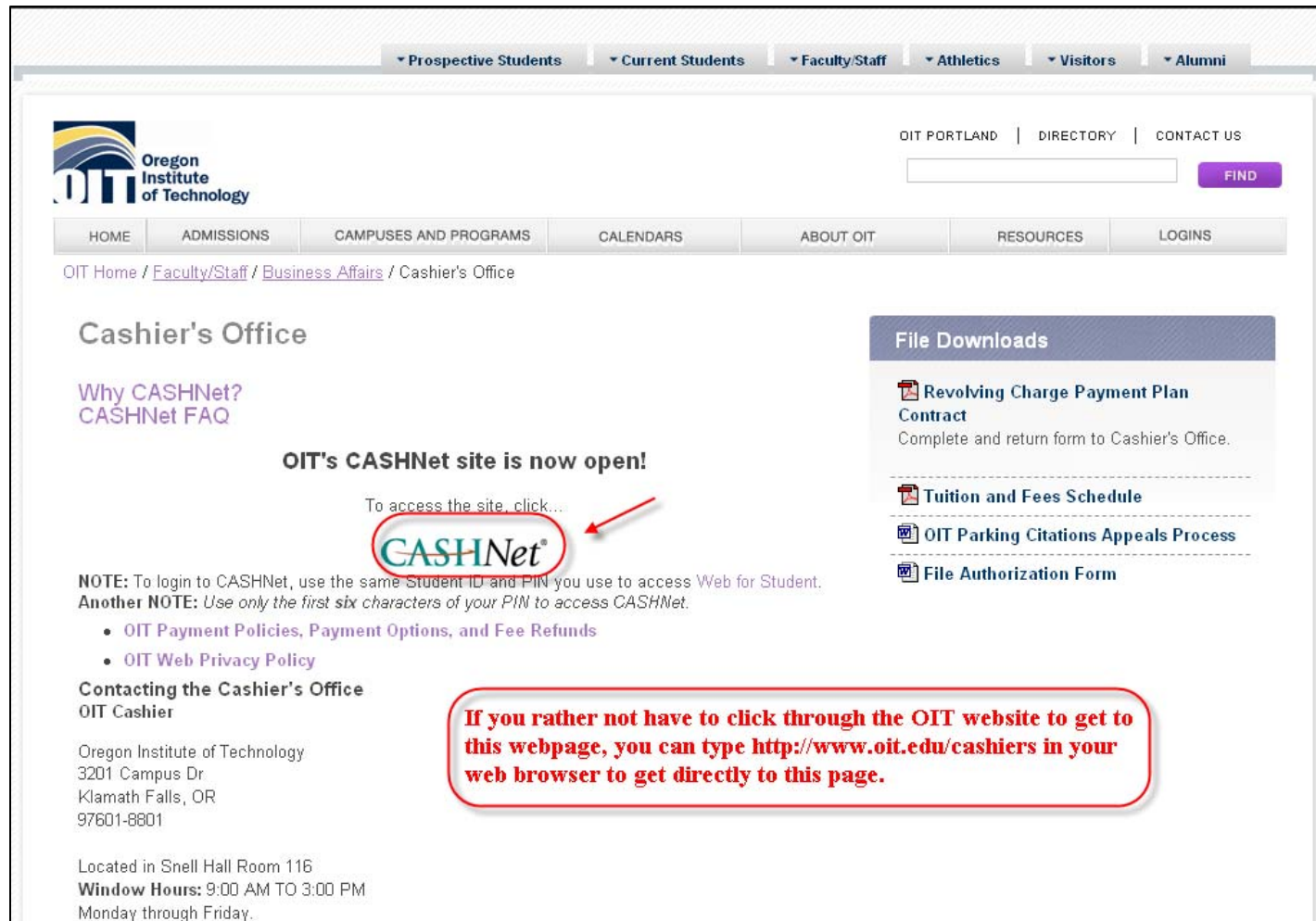
The main content area is divided into several sections. On the left, there is a large image of a fountain in a park-like setting. Below the image are two sections: 'PROSPECTIVE STUDENTS' and 'CURRENT STUDENTS'. On the right, there is a 'NEWS EVENTS' section with several news items, including 'Hoff earns renewable energy scholarship from Vestas' (December 01, 2008), 'Open forums set for VP candidates' (November 26, 2008), 'MHCC and OIT team up to offer degree programs' (November 24, 2008), and 'Kaptur recognized for best research' (October 14, 2008). A 'VIEW FULL ARCHIVE' button is located below the news items. At the bottom right, there is a 'STUDENT HIGHLIGHT' section.

3. Click the “CashNET” link



The screenshot shows the Oregon Institute of Technology website. At the top, there is a navigation bar with dropdown menus for Prospective Students, Current Students, Faculty/Staff, Athletics, Visitors, and Alumni. Below this is the OIT logo and the text "Oregon Institute of Technology". To the right, there are links for OIT PORTLAND, DIRECTORY, and CONTACT US, along with a search bar and a purple "FIND" button. A secondary navigation bar contains links for HOME, ADMISSIONS, CAMPUSES AND PROGRAMS, CALENDARS, ABOUT OIT, RESOURCES, and LOGINS. The main content area is titled "MyOIT Logins" and includes a "Login Information" section with the text "Follow these links:". Below this, there are four links: "OIT Email - Check your campus email account", "Blackboard CE(formerly WebCT) - Online classes", "Web for Student - Add/Drop classes, view grades and account balance", and "CashNET Pay your bill online". The "CashNET" link is circled in red, and a red arrow points to it from the left. To the right of the text is a blurred image of a computer screen showing "http://".

4. Click the “CASHNet” icon



Prospective Students | Current Students | Faculty/Staff | Athletics | Visitors | Alumni

OIT PORTLAND | DIRECTORY | CONTACT US

FIND

HOME | ADMISSIONS | CAMPUSES AND PROGRAMS | CALENDARS | ABOUT OIT | RESOURCES | LOGINS

OIT Home / Faculty/Staff / Business Affairs / Cashier's Office

Cashier's Office

[Why CASHNet?](#)
[CASHNet FAQ](#)

OIT's CASHNet site is now open!

To access the site, click...

CASHNet

NOTE: To login to CASHNet, use the same Student ID and PIN you use to access Web for Student.
Another NOTE: Use only the first six characters of your PIN to access CASHNet.

- [OIT Payment Policies, Payment Options, and Fee Refunds](#)
- [OIT Web Privacy Policy](#)

Contacting the Cashier's Office
OIT Cashier

Oregon Institute of Technology
3201 Campus Dr
Klamath Falls, OR
97601-8801

Located in Snell Hall Room 116
Window Hours: 9:00 AM TO 3:00 PM
Monday through Friday.

File Downloads

- [Revolving Charge Payment Plan Contract](#)
Complete and return form to Cashier's Office.
- [Tuition and Fees Schedule](#)
- [OIT Parking Citations Appeals Process](#)
- [File Authorization Form](#)

If you rather not have to click through the OIT website to get to this webpage, you can type <http://www.oit.edu/cashiers> in your web browser to get directly to this page.

Choose your student login option



OIT Student Account

Students paying by eCheck, viewing bill or seeking eRefund, enter ID and PIN here.

OIT Student ID #

1st 6 characters of OIT PIN in lower case

[Click here for Benefactor Login.](#)

Students paying by credit card, click this URL link.

- eCheck, eRefund and eBill transactions at this login window.
- Credit card payment transactions log into: <http://commerce.cashnet.com/oitsp> for a 2.75% convenience fee.
- Students use your OIT Identification Number starting with 918. *If you do not know your Student Identification Number contact the Registrar's office.*
- Parents use the benefactor login name your student created for you.

Student login help

- Student ID # is the nine-digit number that starts with “918” that was sent to you by OIT
- CASHNet PIN is the same PIN (password) that you use to log into Web for Student
- If your Web for Student PIN is longer than six characters though, use only the first six characters to log into CASHNet
- Always use **lower case letters** when you enter your PIN into the CASHNet login page

OIT Student Account page opens

- Your name will display in the heading of this page
- To pay a bill, click the [make payment](#) link in the menu bar at the very top of the page. See the next page for directions on how to complete this task.
- To add a benefactor (allow someone to access your account), scroll to the very bottom of the page and click the “[Add New](#)” link
- Other options on the Student Account page are self-evident

Paying your bill

- To pay a bill, click the [make payment](#) link in the menu bar at the very top of the page
- To pay the current bill, click “Current Term Balance.” (Note that you can choose to pay only a portion of the balance.)
- After you have chosen what you’re paying, click [Add to basket](#)
- Once you click “Checkout,” you will be prompted for your payment information. Follow the prompts to complete your payment.
- A confirmation email message will be sent your OIT email address and to any other email addresses that you set up if you created benefactor account(s).

Setting up benefactors

- A benefactor is a person whom you allow to have access to your OIT account to view bills and make payments
- You can set up as many benefactors as needed
- The student creates the benefactor's login ID and password.
Benefactor passwords must be at least eight characters long and must include two numbers and two letters.
- There are two benefactor systems: the credit card system and the ePayment system. Set up your benefactor(s) in one or both systems. Your benefactor needs to be set up in both systems if they want to be able to pay by both methods.