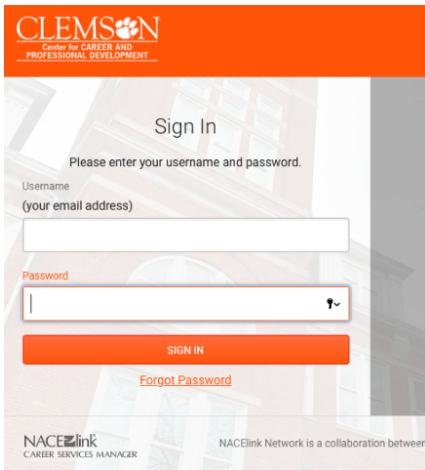
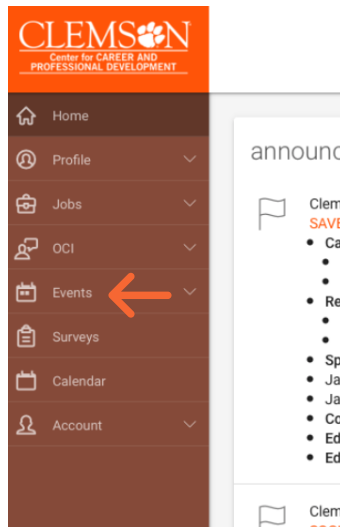


Invoice Payment Instructions & Troubleshooting

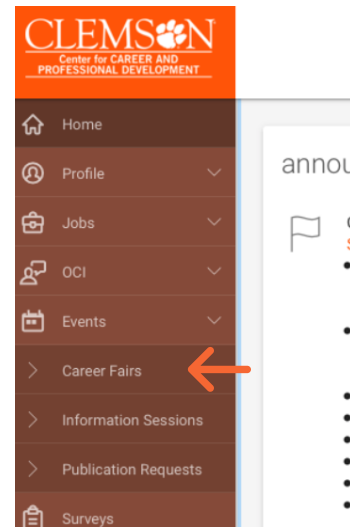
1 Visit ClemsonJobLink [HERE](#)
Login with your email address and password



2 Click "Events"



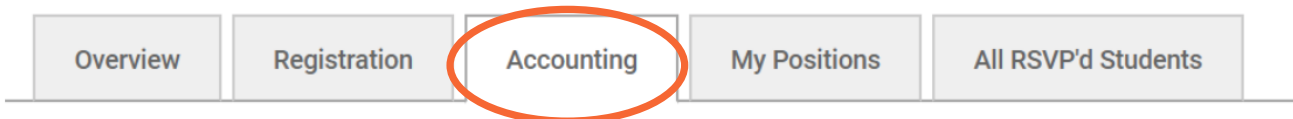
3 Click "Career Fairs"



4 Click the "Registered" on the event you are interested in. This will bring up your invoice.

View + Sign Up	2019 Fall Part-Time Job Fair	Yes	Part-Time Job Fair 2:00 PM - 4:00 PM
Registered	2019 Fall Career Fair <i>When paying your invoice, the date will reflect the current fair. This date is JUST for example</i>	Yes	Engineering, Computing & Sciences (Day 1) 12:00 PM - 4:00 PM Engineering, Computing & Sciences (Day 2) 12:00 PM - 4:00 PM Business, Healthcare & Communications Fair (Day 3) 12:00 PM - 4:00 PM

5 Click on the "Accounting" tab.



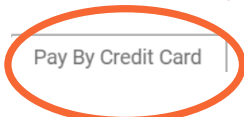
6 If you wish to pay an outstanding balance by credit card, click on the "Pay By Credit Card" button at the bottom of the invoice. This will take you to Clemson's secure credit card processing site.

Charges

Engineering, Computing & Sciences (Day 1) Registration (STANDARD REGISTRATION) September 24, 2019	(1.00 @ 600.00)	<i>When paying your invoice, the date will reflect the current fair. This date is JUST for example</i>
Engineering, Computing & Sciences (Day 2) Registration (STANDARD REGISTRATION) September 25, 2019	(1.00 @ 600.00)	
SUBTOTAL:		\$1,200.00

BALANCE DUE:

PAYMENT DUE: SEP 10, 2019



This is not a button! You must go to the website and follow the steps above to find this.

Troubleshooting

- If you do not have an “Events” or “Accounting” tab, email mebundr@clermson.edu to gain access.
- If you do not have “Pay by Credit Card” button, that means pay by check was selected during registration. Email me at mebundr@clermson.edu to switch to credit card payment.
- If you receive error message “Payment error code 1777” when making payment, that typically means there is a hold of some kind on your credit card.
- If you receive error message “There was an error. Contact Administrator”, try switching browsers. Surprising how this usually works.
- Always welcome to email or call me for assistance!
mebundr@clermson.edu
864-656-4189