ENROLLMENT FEE INSTRUCTIONS

**STEP 1**  
In Web Browser Address Bar type: www.esu.edu/enrollmentfee

**STEP 2**  
Click on Student and Staff tab
**STEP 3** Log in with your ESU Student ID Number (provided on your offer of admission email and letter) and your birth date as your six-digit PIN. (For example, if your birth date is July 5, 1999, use 070599.)

**STEP 4** Select “Deposits” TAB
**STEP 5**  Select Enrollment Fee

**Deposit Payment**

- Deposit Payment
- Deposit History

**Amount**

- Select a deposit: Enrollment Fee Fall

**STEP 6**  Enter Amount

**Deposit Payment**

- Deposit Payment
- Deposit History

**Amount**

- Select a deposit: Enrollment Fee Fall

**Enrollment Fee Fall**

- Deposit name
- Deposit description
- Term: Fall 2020
- Maximum payment amount: $300.00
- Payment amount

[Continue]
STEP 7  Select “Continue”

STEP 8  Select Method Of Payment “Check, Credit Card ext”

STEP 9  Continue payment prompts to complete the Enrollment Deposit (ED) process