OTB Step 1: Visit paymybill.rutgers.edu and log in to your online term bill. Select the appropriate semester. Click the ‘Pay My Bill’ button found under the Outstanding Balance box.

OTB Step 2: On the Payment Adjustments screen, select the ‘Verify Payment Adjustments’ button. You can manually adjust the payment amount you wish to pay in the grey box.
OTB Step 3: Select the ‘Continue to Online Payment’ button to pay by e-check, credit card, or International Transfer. Please note that a 2.8% convenience fee will be assessed for credit/debit payments. You will then be directed to the Nelnet QuickPay payment portal.

Nelnet Steps 1-3: Enter Payment Information
E-CHECK PAYMENT TUTORIAL

Nelnet Step 4: Select A Payment Method

Nelnet Steps 5-11: Enter E-Check Information

5. Name of the person the financial account belongs to.
6. Indicate whether it is a Checking or Savings Account.
7. Enter your Routing Number.*
8. Enter your bank Account Number.*
9. Confirm your Account Number.
10. Want to save financial account for future payments?
11. Select your Profile Name

*If you are unsure of your Routing Number or Account Number, refer to the blue question mark icon or call your financial institution.
E-CHECK PAYMENT TUTORIAL

Nelnet Step 12: Enter the Billing Address

Nelnet Steps 13-17: Payment Information Recap and Submit Payment

An email receipt will be sent to the Primary email listed however, you can add an additional email as well.

13. Enter your phone number.
14. Review the Payment Amount.
15. Read the Authorization and Note.
16. Select the Authorize Payment Box.
17. Submit Payment for $xxx.xx.