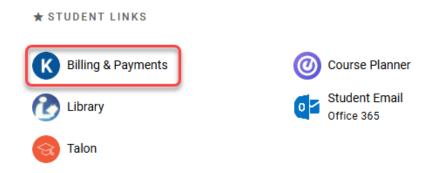# How to Make a Payment in MyHub
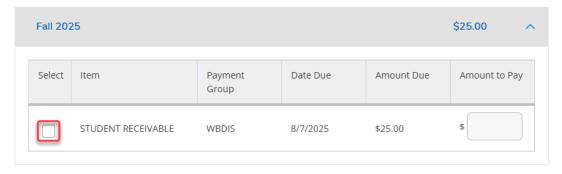
1. Log in to MyHub at https://hub.kirkwood.edu
2. Go to **Billing & Payments**

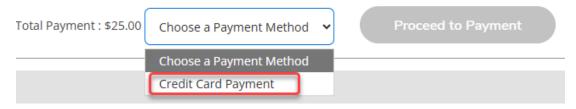3. Select **Pay Bill** under the Account Balance section

4. Select the Term you would like to pay

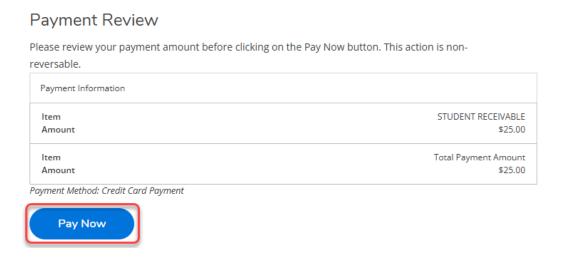5. Edit the **Amount to Pay** field if you are not paying the entire amount

6. Select **Credit Card Payment** under "Choose a Payment Method"

Total Payment : $25.00 | Choose a Payment Method ▼ | Proceed to Payment

Choose a Payment Method
Credit Card Payment

7. Select **Proceed to Payment**

Credit Card Payment ▼ | Proceed to Payment

8. Select **Pay Now** after reviewing your Total Payment Amount

Payment Review

Please review your payment amount before clicking on the Pay Now button. This action is non-reversable.

Payment Information	
Item	STUDENT RECEIVABLE
Amount	$25.00
Item	Total Payment Amount
Amount	$25.00

Payment Method: Credit Card Payment

Pay Now

Your browser will open a new screen where you will enter your credit card information

If the payment is successful, a screen with the details of your payment will appear.

You can also view receipts in MyHub under Billing and Payments > Receipts.

Account Balance

BALANCE   VIEW BILL

Account Activity | Direct Deposit | Pay Bill | Receipts

9.11.2025

You can also select **Account Activity** to view your current statement, which will show all successful payments for the term.

If the payment is unsuccessful, the error message below will appear. You may need to attempt the payment again or contact your card issuer to determine why the payment could not be processed.

Payment Acknowledgement
Review the Details of your Payment below

Your payment has been canceled. Contact the system administrator if you are receiving this message in error.