Making Payments Online

Via WyoWeb:
- Go to http://uwyo.edu
- Click: WyoWeb in the header
- Click: Pay UW Bill in the Student Resources block
- Sign into WyoWeb

WyoRecords
Account Summary by Term page
- Click: Credit Card Payment link
You will be redirected to the Cashier’s Office payment screen
- Click: Banner Open Item link
- Change the amount to pay, if needed, to a lesser amount
- Click: Add to Basket
- Click: Checkout
- Complete the credit card form including the e-mail address where your confirmation receipt will be sent
- Click: Continue Checkout, verify information and submit
- Print the e-mail receipt for your record

Via Cashier’s Website:
- Go to http://uwyo.edu
- Click: A-Z Index in the header
- Click: P in the index
- Click: Pay Now Online
- Enter Banner ID (W-Number) and Banner Initial Password
- Click: Login
- Click: Banner Open Item link
- Change the amount to pay, if needed, to a lesser amount
- Click: Add to Basket
- Click: Checkout
- Complete the credit card form including the e-mail address where your confirmation receipt will be sent
- Click: Continue Checkout, verify information and submit
- Print the e-mail receipt for your record

If you need the Banner Initial Password:
- Go to http://uwyo.edu
- Click: WyoWeb in the header
- Click: Obtain Username and Initial Password link in header
- Enter the student’s information and click Submit

Login Information Notification
- Disregard the User Name but record the Initial Password

Via Parent PIN:
- Go to http://uwyo.edu
- Click: A-Z Index in the header
- Click: P in the index
- Click: Pay Now Online
- Click: Parents and authorized users link
- Enter Parent PIN and Password setup by your student

If you do not have a Parent PIN, your student will need to set one up for you. Your student should:
- Go to http://uwyo.edu
- Click: WyoWeb in the header
- Click: Pay UW Bill in the Student Resources block
- Sign into WyoWeb

WyoRecords
Account Summary by Term page
- Click: Credit Card Payment link
- Click: your account in the header
- Click: Obtain Username and Initial Password link in header
- Enter the student’s information and click Submit

Login Information Notification
- Disregard the User Name but record the Initial Password