

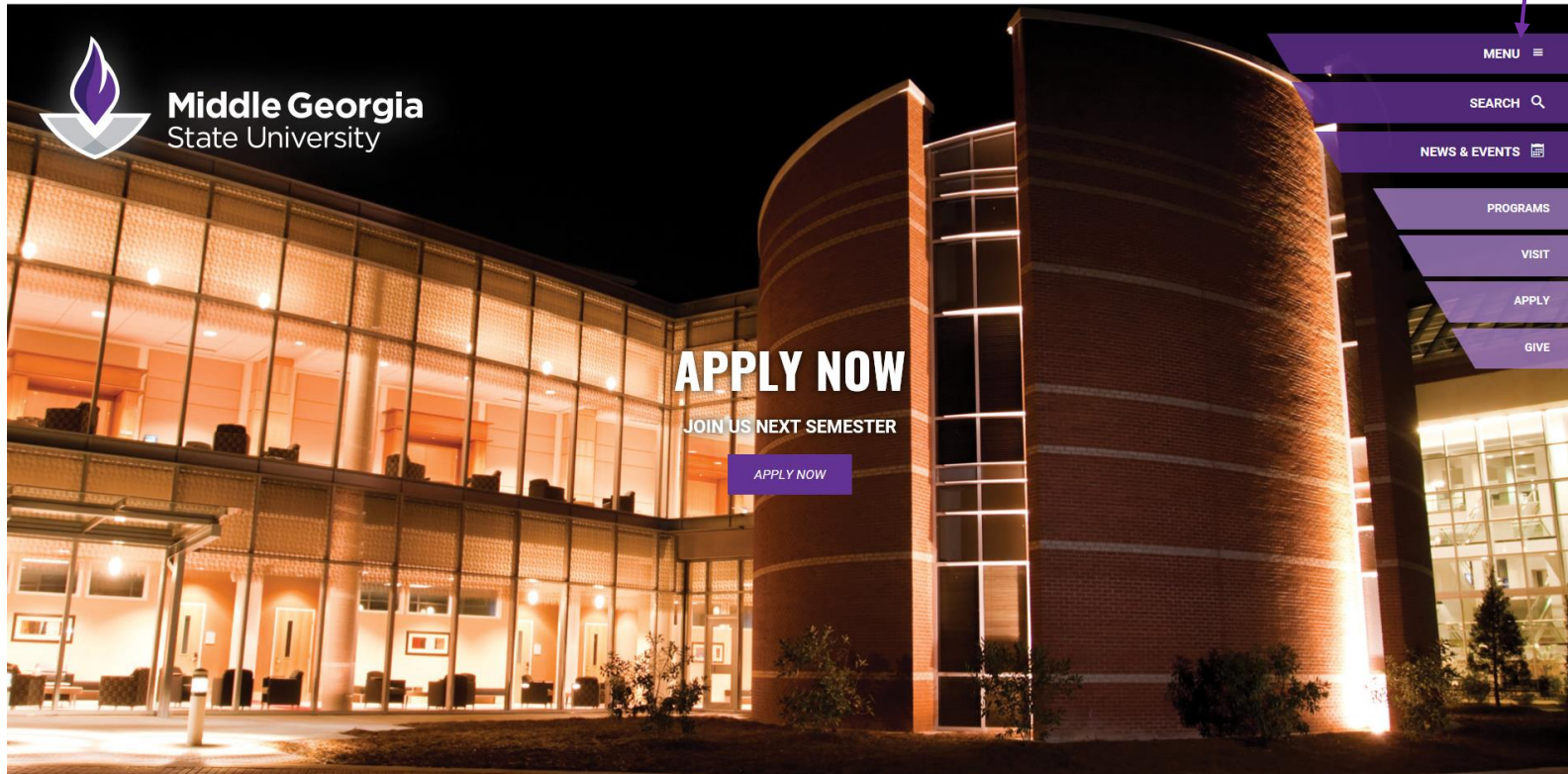
Middle Georgia State University

Student Tuition/Fees Online Payment Guide

*The following is a guide for online payments with steps 1-10.
Please call the Bursar's Office at 478.471.2700 with any questions.*

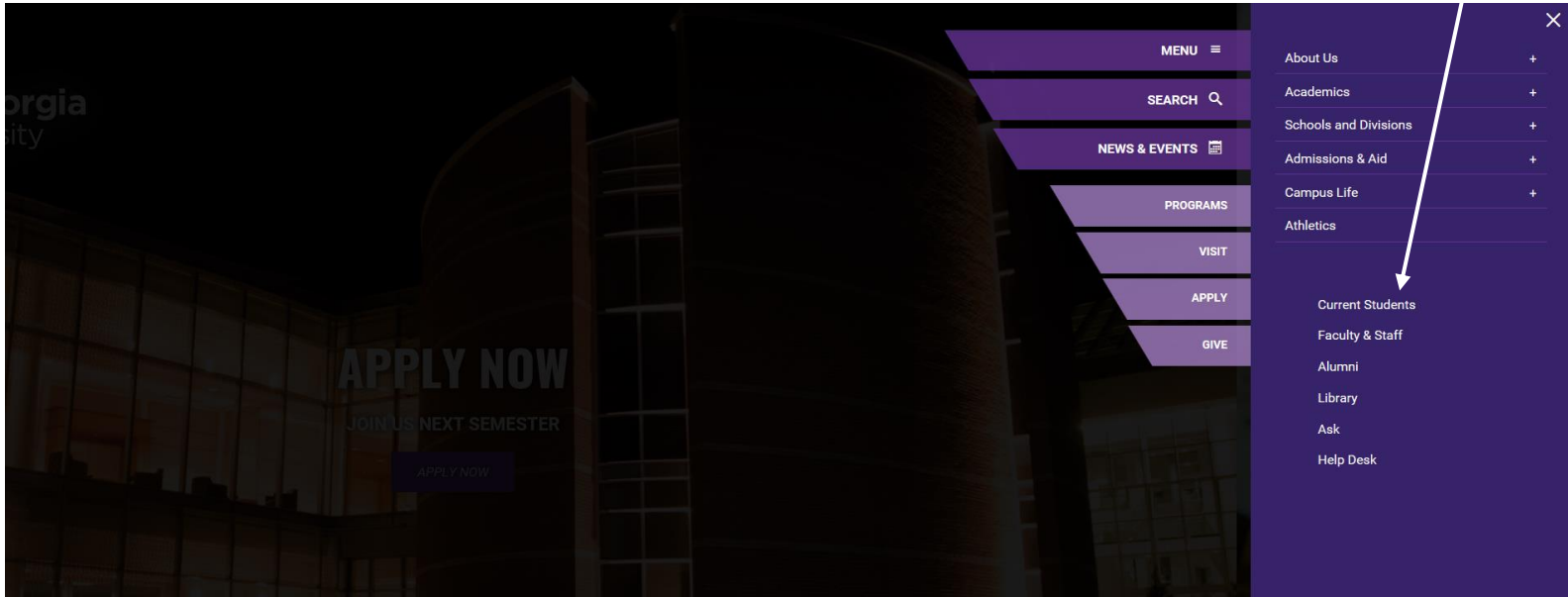
1. Navigate to the Middle Georgia State University homepage:
www.mga.edu

Click on "Menu"

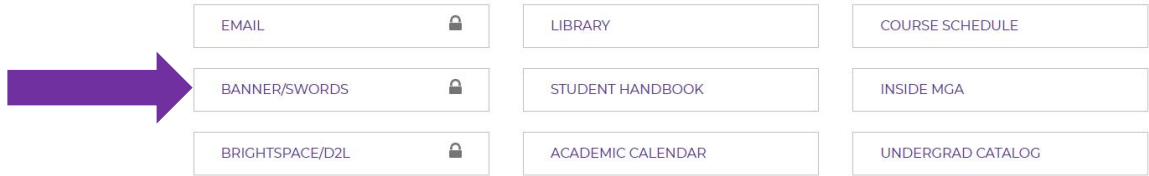
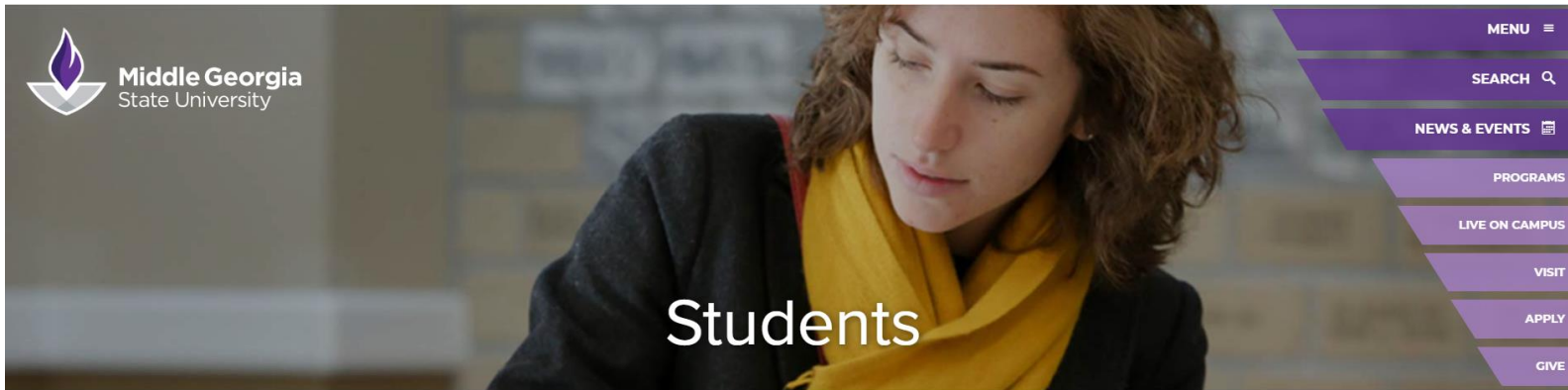


2. On the right hand-side, under 'Menu' click on **Current Students**

Click on
"Current Students"



3. Towards the bottom left, click on **SWORDS...**



4. Proceed to log in to SWORDS by clicking on 'SWORDS Login'



Banner / SWORDS

IMPORTANT LINKS

[Using SWORDS to Register](#)

[View SWORDS Tutorial - Faculty & Staff](#)

SWORDS is your gateway to the Banner Student Information System. This system provides access to registration, grades, class schedules, transcripts, financial aid status, account balances, and much more.

****IMPORTANT NOTE:** Additional fees for proctored exams may apply to online classes for which you register**

Introducing The All-New SWORDS. It Will Have A Different Look Than SWORDS Classic, But All Of The Functionalities Should Remain.

*Inactive Students have not attended MGA for at least 1 year.

5. Follow instruction available to login using your MGA email.

6. Welcome to SWORDS!

Where do I go? Click on the 'PayNow Cashnet' under 'Student Accounts'.



Student Services



Hello Ms. Ana Carolina Freire Evans,

Welcome to the all new SWORDS. From here, you can navigate to the following pages using the Banner menu on the header(Alt+M) depending on your role at the institution:

Student Information

- Student Profile
- Personal Information
- Apply To Graduate
- Grades
- Attendance Tracking
- StarRez Housing Portal
- Academic Transcript
- Order Official Transcript
- Enrollment Verification
- Parking
- MyDegree Classic
- MyDegree Responsive

Student Accounts

- Account Detail For Term
- Tax Notification (1098-T)
- Account Information
- Statement and Payment History
- Nelnet Payment Plan
- Bank Mobile Refund Confirm
- Pay Now Cashnet

Click on "Pay
Now Cashnet"

Registration

- Registration

Financial Aid

- Financial Aid


Authorizations

- View Action Items


7. You should be at the ePayment page, follow steps (1-6) above if needed to return to this page.





Overview


 My Account


 **Overview**

 Activity Details

 Make a Payment

 Transactions

 Statements

 Help

 Sign Out



Middle Georgia State College

Click on
"Make a Payment"

Summary

Your account does not currently have any outstanding charges.

This information is accurate up to Thu 25-Apr-2024 10:21:34

Previous Term Balance	\$0.00
Current Term Balance	\$0.00
Future Term Balance	\$0.00

8. Charges Summary, select what you wish to pay.

Pay close attention to instructions below!!!

Available items

Items

Associates/Bachelor Graduation Application Fee/Replacement Diploma Fee

\$35.00 [View details](#)

Club Football Fee

[View details](#)

Flight Deposit for Flight Time

[View details](#)

Student must have flight account set up before making deposit. If you don't have a flight account, please contact the School of Aviation for assistance before completing deposit - 478.374.6980

Health Clinic - Cochran

[View details](#)

Click here if you don't see what you are looking for and type in the amount.

Other Balance

[View details](#)

Balance owed that is not visible in Banner, such as Library fine or older term debt, can be paid with this item.

Click here AFTER you made your selections.

View selected items

*** All tuition and fees for current semester must be paid by the published deadlines ***

9. Once you have verified your choices and total, click on 'Checkout'

Payment 1 item \$20

Cancel Checkout

10. Choose your payment method

1. Credit card – Subjected to convenience fee.
2. New Bank Account (aka Electronic Check) – No convenience fee, need full checking account information and bank routing number.

*** All electronic payments can take up to 5 business days to clear ***

Step 2 of 3: Payment method

✓ 2 3

How would you like to pay?

Payment amount
\$20

* Payment method

New credit or debit card

New bank account

Enter your banking/card information, submit your payment.

You will receive an email confirmation of your payment.