

How to make payment online on University of London's online payment system:

Please log on to the SAS Website: www.sas.ac.uk

Click on Information for Current Students –



Staff and Students

- [Information for Staff](#)
- [Information for Current Students](#)
- [Information for Alumni](#)

Under Digital Tab – Click on Student Portal



Digital

[Computing, Email and IT Support](#)

[Study Online](#) 

[Digital Research Resources](#)

[Student Portal](#) 

The Portal Login uses the same Username and Password as your school email address.

If not sure then please get it reset by emailing Service@London.ac.uk

Portal Login

Username

Password

[Forgotten your password?](#) [Log In](#)

Once the Student is logged on then please click on 'My Finance'



[My study](#)

[My details](#)

[My applications](#)

[My finance](#)

Click on 'View my statement'

Welcome to the University of London fee statement

Contact us at sas.registry@sas.ac.uk

Welcome to the University of London fee statement and online payment facility.

During this online payment process you will be able to:

1. **View** your fee statement and any outstanding fees.
2. **Select** the fees that you wish to pay online.
3. **Enter** your card details via our secure web page. Once payment is approved you will be able to print a receipt.

We are able to accept online payment by Visa, Mastercard and Maestro. We do not accept payment by American Express online. Please note that there may be payment restrictions on cards imposed by the issuing bank and we would advise you to contact your bank if you are unsure as to whether your card will allow you to make online payments.

If you require any further information or advice, please email us at sas.fees@sas.ac.uk

[View my statement](#)

Click on 'Pay fees online'

[View my
outstanding
transactions](#)

[Pay fees online](#)

[Exit](#)

The student can pay your fees here online.

For OFFLINE payment methods please see below:



Fee Payment Methods

Students are expected to pay their fees online using their credit and debit card.

However, we recognise that some students may not be able to take advantage of online payments because of local factors such as foreign currency regulations, banking controls, costs or practical issues. Therefore we will accept the offline payment methods listed below.

Please note that using any of these other offline payment methods which involves the postal service will mean it will take longer for us to receive and process your payment and consequently this will delay the processing of your application or registration.

Offline Payment Methods

We do not accept cash payments. The following offline payment methods are currently accepted:

- [1. In person](#)
- [2. Bank Transfer](#)
- [3. Western Union - Quick Pay](#)
- [4. Sterling Banker's Draft/Cheque](#)
- [5. International Money/Postal Order](#)
- [6. Telephone Payments](#)

Details of these are given below. For further queries please email sas.fees@sas.ac.uk.

1. In person

You can pay in person using cash, debit/credit card, cheque or bank draft at the Registry and Advice Centre which is open from 9:30 until 17:00 from Monday to Friday except Bank Holidays.

Registry and Advice Centre, University of London, Senate House, Malet Street, London WC1E 7HU.

Please have your student number, name and address available.

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2. Bank Transfer

Students can transfer their fees directly to the University of London bank account. You will be responsible for paying all bank charges from the paying bank and the receiving bank. Please ensure that you send sufficient funds to cover all bank charges.

To ensure that the payment is correctly allocated to your student record, please ensure that you quote your Student Number and full name as the bank transfer reference.

The University of London bank account details are as follows:

- o Account Name: University of London
- o Bank Address: Nat West Bank plc, Tavistock Square, London WC1H 9JA
- o Account Number: 60128097
- o Sort Code: 60-80-07
- o Swift BIC Code: NWBKGB2L
- o IBAN Code: GB39 NWBK 608007 60128097.

Once you have instructed your bank to transfer the fees to us you should send a copy of the bank transfer advice or confirmation to the University of London International Programmes Fees Office with the relevant completed documentation (Offline Payment Form).

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3. Western Union - Quick Pay

Fees can be paid via a local Western Union Agent. To ensure the payment correctly reaches the University of London Fees Office you must ensure that you select Western Union's **Quick Pay method**.

For detailed information of how to make a payment using Western Union Quick Pay please see the [end of this document](#).

Once you have submitted your payment to a local agent you will be issued with a Money Transfer Control Number (MTCN) from Western Union and the payment confirmation. This MTCN should be sent to the University of London Fees Office with the relevant completed documentation (Offline Payment Form).

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4. Sterling Banker's Draft/Cheque

Sterling Bank Drafts/Cheques should:

- be made payable to the 'University of London'
- be drawn on a UK bank and in Pound Sterling
- clearly show the name and address and sort code of the UK bank where it may be presented for payment.

Please print your Student Number, full name and date of birth on the reverse of the Draft/Cheque. The Draft/Cheque should be sent to the University of London Fees Office with the relevant completed documentation (Offline Payment Form).

We recommend you use secure post or registered mail to send your payment to us by this method.

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5. International Money/Postal Order

An International Money/Postal Order must be:

- made payable to the 'University of London'
- denominated in Pounds Sterling.

The University does not accept Canadian Postal Orders as these cannot be processed via the UK banking system.

Please print your Student Number, full name and date of birth on the reverse of the International Money/Postal Order. The International Money/Postal Order should be sent to the University of London Fees Office with the relevant completed documentation (Offline Payment Form).

We recommend you use secure post or registered mail to send your payment to us by this method.

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6. Telephone Payments

You can call the Fees Office on +44 20 7862 8869 and pay the outstanding balance over the telephone using a credit or debit card. Please also note that the Fees Office staff will only take the payment from the cardholder.

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PAYING YOUR FEES TO THE UNIVERSITY OF LONDON USING WESTERN UNION

To send us a payment using Western Union Quick Pay please follow these steps:

Step 1. Fill in the Quick Pay form as shown below in a Western Union Agent location. You can find your nearest location at <http://www.payment-solutions.com> (Please note that the exact layout of the form may vary depending on your location.)

Step 3. Receive your Money Transfer Control Number from Western Union and the payment confirmation. Your payment is then on its way to the University of London.

Step 4. Keep the original payment confirmation for your own records. To help us allocate your payment correctly please send us a copy of your Western Union Payment Confirmation with your remittance advice, or other details of the fee you are paying. You may use one of the following methods:

- by email to sas.fees@sas.ac.uk; or
- by post to Registry Fees Officer, SAS Registry, University of London, Senate House, Malet Street, London WC1E 7HU.

Important: These Western Union details can only be used to pay student fees to the **University of London**.

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