INSTRUCTIONS ON PAYING BILLS

Instructions for viewing your bill via the Web:
1. Navigate to the CCSU home page at www.ccsu.edu. Point to CentralPipeline, then click on CentralPipeline for Students (or click on Current Students).
2. From the CentralPipeline home page, click on the WebCentral-Banner Web link and log in with your BlueNet account username and password.
3. From the Home tab, click on the eBill/Make Payment link.
4. Click on View Accounts, then Current Statement.
5. To view a printable copy of your bill, click on the Printable Statement link to open the bill in the PDF viewer.
6. You will also have the option of setting up one or more authorized payers within the eBill system who will also receive email notification of the bills.
7. Bills are due July 15 (Fall) and December 15 (Spring).

Instructions for web payments via credit card or e-check:
1. Navigate to the CCSU home page at www.ccsu.edu. Point to CentralPipeline, then click on CentralPipeline for Students (or click on Current Students).
2. From the CentralPipeline home page, click on the WebCentral-Banner Web link and log in with your BlueNet account username and password.
3. From the Home tab, click on the eBill/Make Payment link.
4. From the menu on the left, click on Make Payment.
5. Click on the down arrow next to Term and select the current term.
6. Enter the Payment Amount.
7. Click on the down arrow next to Payment Method and select eCheck or Credit Card, then click on the Continue button.
8. Enter your payment information, then click on the Continue button.
9. Verify your payment information, then click the Confirm button.

Instructions for waiving Sickness Insurance:
SICKNESS INSURANCE is billed to all full-time students, and is mandatory UNLESS a valid waiver showing proof of adequate alternative coverage is submitted through WebCentral-Banner Web (accessible from CentralPipeline) prior to the start of the term. If waived in the Fall term, the waiver will carry over into the following Spring term. Please be sure to pay all remaining charges that may be due after submitting the waiver.

1. Navigate to the CCSU home page at www.ccsu.edu. Point to CentralPipeline, then click on CentralPipeline for Students (or click on Current Students).
2. From the CentralPipeline home page, click on the WebCentral-Banner Web link and log in with your BlueNet account username and password.
3. From the Home tab, click on the Waive Your Sickness Insurance link (or from the Student tab, click on Sickness Insurance Waiver).
4. Complete the form with your **health insurance information**, then click on the **Submit** button. “Information has been saved” will appear in red above the form as confirmation that the form has been submitted.

5. Please print a copy of the form and save it for your records. The waiver should be applied to your account within 24 hours.

**Add an authorized payer:**

1. Navigate to the CCSU home page at [www.ccsu.edu](http://www.ccsu.edu). Point to CentralPipeline, then click on **CentralPipeline for Students** (or click on Current Students).

2. From the CentralPipeline home page, click on the **WebCentral-Banner Web** link and log in with your **BlueNet account username and password**.

3. From the **Home** tab, click on the **eBill/Make Payment** link.

4. From the menu on the left, click on **Authorize Payers**.

5. Click on the **Add New** button, then complete the form and click on the **Add** button.

6. Supply the created Login Name and password to your Authorized Payer.

**Authorized Payer Instructions:**


2. Click on the **Deposits/Payments** link, then **Authorized Payer**.

3. Log in to QuikPAY using the **Login Name and Password** supplied by the student.

4. From the menu on the left, click on **View Account**.

**Questions?**

- Setting up your CCSU BlueNet Account Reset password, set and/or update e-mail account preferences (set forwarding) at [https://accounts.ccsu.edu](https://accounts.ccsu.edu).

- E-mail account questions, please contact the IT Help Desk at techsupport@ccsu.edu.

- Billing questions, e-mail the Bursar’s Office at billing-bursar@ccsu.edu.

- For more information and instructions, see [www.bursar.ccsu.edu](http://www.bursar.ccsu.edu).