

## Guidelines in Making Payments

### For those using ATM, telephone, or Internet in making the transfer:

1. **The transaction must be completed by 3:30pm, September 15<sup>th</sup>, 2017 or it will be deemed as late payment.**
2. You may check the transaction status online by connecting to First Bank's homepage (<https://eschool.firstbank.com.tw/member/index.aspx>) 60 minutes after the transaction. Follow the steps: click on “國立政治大學”, then type in your student ID number to check the payment status.
3. On the next day, you may get the transaction records on your bankbook printed up-to-date to confirm that your transaction was successful.

### There are various payment methods:

#### 1. **Payment at the bank:**

Please bring your tuition fee bill to any First Bank branch for payment. You will obtain a receipt immediately upon payment.

#### 2. **Payment through your bank account's automatic transaction. (You must apply for such service with First Bank in advance):**

If you have applied this function and completed the application, please deposit the money into your bank account by **Sep. 15<sup>th</sup>** 3:30pm. It is viewed as late payment due to the insufficient deposit in the bank account.

#### 3. **Payment by ATM machine:**

Insert the bank IC card → type in your password → select “繳費/payment” → select “行庫代號 007/bank code 007” → enter your 16-digit account no. (refer to your misc. fee notice) → enter your transaction amount → and finally confirm all information appearing on the screen by pressing “確認/confirm.”

Note: NT 15 will be charged for cross-bank transaction.

#### 4. **Payment at school Cahier Section:**

The Section locates at 5<sup>th</sup> floor of the school Administration Building; you can pay the tuition fee to the First Bank counter at counter 11 from 10:30AM to 1PM, Monday to Friday.

#### 5. **Pay by credit card:**

**Be suggested only those credit cards issued in Taiwan are accepted.**

visit First Bank website: <https://eschool.firstbank.com.tw> or by call 02-2760-8818 (NCCU school code is: 8814600440)

**6. Payment at Convenient Store:**

Students need to pay NTD10 handling charge.

**Note that late payment can only be paid at the school Cashier Section.**