



Did You Know You Can Pay Online?

Paying your tuition and accommodation fees is now much easier. You can pay online using OASIS, the University online information system. All you need is your OASIS username and password and a valid credit or debit card.

What You Can Do:

- view your current statement
- pay any outstanding debts
- set up a direct debit mandate to pay fees/accommodation monthly
- authorise a third party (e.g. parent/employer) to pay by direct debit on your behalf
- pay next session's fees/accommodation in advance

Why Should I Pay Online:

- avoid queuing at the start of the year
- no need to make appointments to pay at Student Services
- payments are secure and instant
- early payment helps you budget for the rest of the year
- discount for students who pre-pay their accommodation rent online in advance (further details on occupancy agreement)
- online facility is available 24/7 and accessible from anywhere

What Do I Do Next :

If you are a continuing student, please log into OASIS via the portal and look in the *Your Payment Details* section.

If you are a new student and do not yet have an OASIS username and password, you will be receiving them shortly. You can then log onto OASIS via the University Portal at www.abertay.ac.uk.

FAQs

What is OASIS?

OASIS (Online Abertay Student Information System) is a secure information system for all University of Abertay Dundee students which allows you to see your record online (personal details, addresses, module and programme results, etc) and provides links to various useful information sources.

How/when do I get my OASIS username and password?

You will receive an OASIS username and password when you first apply to study at Abertay. You will also receive a University IT account in your Orientation Week, which can be used to access OASIS once you're at the University.

How do I log into OASIS ?

First log into the University's portal, and OASIS is a link under the Key Tools section in the top right hand corner of the main page.

Where do I find the Online Payment section in OASIS?

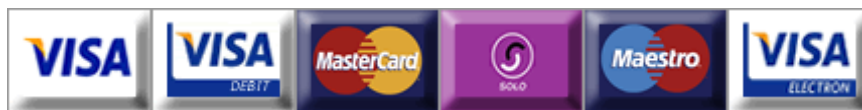
Click on the Student View page from the links at the top left of the screen, and the Online Payment section is in the Student Finance Details container at the top right of the screen.

How can I be sure my payments are secure?

The University uses a secure third-party credit/debit-card payment provider called Securetrading to take payments. When you are prompted to enter card details you will be redirected to their website, which will then confirm if your transaction is successful. The University will not record any of your credit card details. You will receive email confirmation of payment, and there is also an option to print out the on-screen receipt as proof of payment. This is an https (secure) website, and you will see the standard gold padlock symbol on the page when you enter your card details.

Which credit/debit cards are valid?

We do not accept American Express (AMEX) but all other cards are accepted (Visa, Mastercard, Delta, Switch/Maestro, Solo).



What is an occupancy agreement?

An occupancy agreement is a 'licence to occupy a room' issued to you by the University's Accommodation Office prior to you moving into University accommodation. The agreement will detail your occupancy period, rent charge and terms of acceptance and residency. You must accept and return this with relevant documents prior to your arrival to ensure your accommodation is booked.

What is an induction pack?

An induction pack is an information pack sent to all applicants who have confirmed they wish to take up their place at the University. It will be sent to you a few weeks prior to registration and contains a wide variety of information and advice for new students.

What is a direct debit mandate?

A direct debit mandate is an instruction to your bank to make regular payments to the University for tuition fees and/or accommodation rents. Please note that this is not the same as a Demand Draft.

What payment options are available?

Direct Debit

Tuition Fees : 7 payments from 20 November until 20 May

Accommodation Rent : 8 payments from October until May [or 11 payments from Oct to Sept for 51 week leases]

Credit/Debit Card or Cash

Tuition Fees : in full, or three instalment options

Accommodation Rents: up front and in full with a 2.5% discount or 9 or 12 monthly payments as above. [1 prepayment of rent plus 8 or 11 monthly payments as applicable]

What if I have forgotten my OASIS username password?

Your username is your Abertay Student ID number. If your password does not work, please click the Forgotten Password facility. Alternatively:-

New students - Please contact regadmin@abertay.ac.uk stating your Student ID number requesting your password to be reset.

Returning students - Please contact the IT Service Desk on 01382 308888, and they will issue you with a new password.

What do I need to set up a direct debit?

You need to have a UK Bank Account that can accept direct debits. You will need your sort code, account number and account holders name to complete a mandate.

Can my parents pay my rent/fees by credit/debit card online?

No, as they can't login to your account. However, if they wish to pay by direct debit there is an option on the system for you to request that your parents set up a direct debit from their bank account.

What if I don't have internet access?

If you do not have access at home, once you have successfully registered with the University you will be given a username and password which allows you to log onto all the facilities available for students, including OASIS. You can then use any of the PC's available throughout the University to access the system.

Who do I contact if I need help with the system?

The system is fairly self-explanatory, with help-text throughout each of the screens to guide you. If you don't understand something however, you can email any queries to onlinepayments@abertay.ac.uk.

How can I find out how much my tuition fees / rent will be?

Rates can be found at the following links :

Home/EU - <http://www.abertay.ac.uk/applying/ukey/fees/>

Overseas - <http://www.abertay.ac.uk/applying/overseas/fees/>

Accommodation - <http://www.abertay.ac.uk/studying/accommodation/rates/>

Students opting to take less than a full year of a programme should contact finance@abertay.ac.uk for details of fees per module or per credit.