



# St. Mary's College of Maryland

at Historic St. Mary's City

## **If Parent Needs a Log-In:**

- **Student is required** to establish login and password for parent/authorized users.
- Student will access the SMCM Portal <https://seahawks.smcm.edu/ics>. Log in using the username and password.
- Click the “My Student Account” tab toward the top of the page.
- Find the “My Bill” information.
- Click the “Make a Payment” link.
- You are now on the CashNet site. Locate “Parent PINs” and select “add new.”
- Student will create login and enter e-mail information for the parent/authorized user.
- Email will be sent to e-mail address provided with login and password information.
- Link to make a payment will be included in e-mail.
- Log in using this link to enter the CashNet site.
- Click the “Click Here to Make a Payment” link.
- Click on the “Total Amount Due” option.  
Total amount due includes accepted/approved Financial Aid
- A window will open for you to proceed with the checkout process. When you are finished, your payment will be processed by CashNet momentarily.

## **How to Pay Online as a Parent/Authorized User:**

- Once a log-in has been established, use the following link to log-in, <https://commerce.cashnet.com/smcmpay>

If you encounter problems during the online payment process, please contact **CashNet Support at 1-800-231-9182**.