HOW TO PAY LIBRARY FINES (OVERDUE/REPLACEMENT FEES)

1. Go to the library website lib.calpoly.edu, click on My account, and log in.

2. See fine amount and type in your account.

3. In a new window, log in to Cal Poly Portal myportal.calpoly.edu, click on the tab Money Matters, click the button Make a Payment Now.

4. Click on Make a Payment in your CASHNet student account.

5. Click on Library Payments.

6. Select the type of library fine you owe by clicking View Details.

7. Enter amount owed, Add to Basket.

Payment information will post to library account the following business day. To have your account updated immediately, present proof of payment at the library circulation desk.