How to change your payment method for your accommodation fees?

To change your payment details, use the following link and complete all fields:

https://www.payments.ed.ac.uk/instalments/

Please allow at least 10 working days before your next due instalment to allow the changes to take place.

Step 1

![Payment Details Form](image1)

- Please enter your student ID using only numerical characters
  - For example: 1600000

- Please tick to accept the Terms & Conditions and click on continue

Step 2

![Payment Options Table](image2)

- Tick the accommodation box & your chosen method of payment then click on continue

⚠️ Please note by updating your new method of payment, you will still be required to make a manual payment if you missed a payment.
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Step 3

Please indicate the following:

- Student/Company Details
- Description of item(s) to pay
- Total Cost

Complete all fields and then click on continue.

Please click on Continue to proceed

Please click on Continue to proceed

Please click on Continue to proceed

Click on continue

Click on continue

Complete all fields and then click on continue
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Step 4

You will be provided with a screen confirming the details you have entered – please review them carefully.

Complete all fields and then click on continue.

Step 5

If the details are correct, click on confirm details.

To complete the process, click on pay now (no payment will be taken from your account until your next payment date, if you have missed a payment you will still be required to make a manual payment.

To make an online payment go to: