William James has implemented a new payment management system with **Nelnet** Campus Commerce. Below you will find instructions on how to view your invoice and enroll in the new Payment system. Attached is information that will be helpful while you navigate this process.

**Please Note**: The amount of your invoice is not pre-populated, so please use the information below to view your invoice.

**View Invoice**: <https://use.vg/KFD1DV>

**Enroll in Nelnet**:

1. Log in to the student portal on student.williamjames.edu
2. Click on “My Finances” 🡪 Student Payments
3. Click the Nelnet link to complete your profile

After you set up your profile you will be taken to a dashboard where you can do the following:

* Make a one -time payment

**Nelnet Help Line:**

**800-609-8056**

[**https://mycollegepaymentplan.com/wjc**](https://mycollegepaymentplan.com/wjc)

**Other Payment Options**

Your account balance can be paid **electronically** or by **personal check**. See instructions below for both options

**Personal Check**

Checks should be made payable to William James College and mailed to:

William James College

Attn: Bursar

One Wells Avenue

Newton, MA  02459

**Electronic Payments (ACH or Credit Card).**

Credit card payments will include a 2.99% convenience fee.   As a not-for-profit organization, we are committed to controlling operating costs incurred during business transactions. William James College pays a fee to the vendor to process credit card payments and will receive no profit from this fee.

**Debra Boyce**, Bursar

William James College

One Wells Avenue, Newton, MA 02459

Office hours:  Monday-Friday 8:00am-4:00pm

617-564-9334 – [bursar@williamjames.edu](mailto:bursar@williamjames.edu)