Online payment by credit card (How to)

1. Log in to “My Library Record” on the [Library Homepage](#) ([What is my login ID and password?](#))

2. Click “Pay” under the tab “FINE + FEES”
3. You will be directed to the CUHK Library Online Payment system
4. Select the fines / fees to be settled OR leave it as it is (i.e. all fines / fees selected)

5. Click “Submit”
6. Click “Confirm” if the amount shown under “Fine / Fee Amount (HKD)” is correct OR click “Back” if you would like to amend your selection

7. Click the card type you would like to use. Only MasterCard, UnionPay and Visa credit cards are accepted
8. Enter your card information and click “Pay Now”

9. Click “OK” to confirm the transaction details shown
10. Click “Print” if you wish to have a print receipt. A payment receipt will also be sent to your email address registered in your library record automatically.

For enquiry, please contact us at 3943-7305 or email to library@cuhk.edu.hk.