

# SIUCU Credit Card Payment Options

Due to our processor update, there are changes to how payments may be submitted. More details are below on how to use each payment available option.

## In-Person

- Make a payment with a teller during business hours.
- Leave a payment in the night drop box at anytime.

## By Mail

Update your mailing address:

SIU Credit Union  
P.O. Box 2888  
Carbondale, IL, 62902

## By Phone

Call us at 618-457-3595 to make a one-time payment.

- Free for transfers from another SIUCU account.
- \$7.95 convenience fee for External (non-SIUCU) accounts.

## Online Banking *Recommended*

### How to Transfer Money to Make a Payment From Another SIUCU Account

1. Click the plus (+) sign at the top-right on desktop and the bottom on the app. Choose "Transfer Money".
2. Select the account you'd like to make a payment from.
3. Select Credit Card in Step 2.
4. Choose the amount you'd like to pay.
5. Review the options — including payment date and frequency — and confirm your payment.  
You can choose a custom amount, minimum payment, or full balance. A fixed payment can be a one-time payment or recurring.

### How to Transfer Money to Make a Payment from an External (Non-SIUCU) Account

**NOTE:** If you haven't set up an External Account before, you'll need to do this first. Visit <https://siucu.info/externaltransfers> for tutorial.

1. Click the plus (+) sign at the top-right on desktop and the bottom on the app. Choose "Transfer Money".
2. Select Withdraw Money from the list of options.
3. Select the External Account you'd like to pay from.
4. Select Credit Card in Step 2.
5. Choose the amount you'd like to pay.
6. Review the options — including payment date and frequency — and confirm your payment.  
You can choose a custom amount, minimum payment, or full balance. A fixed payment can be a one-time payment or recurring.

To review your scheduled payment, review **Scheduled** under the **My Finance** tab.

### How to Make a Payment with Remote Deposit

1. Click the plus (+) sign at the top-right on desktop and the bottom on the app. Choose "Remote Deposit".
2. Select Deposit Check and the Credit Card you'd like to make a payment to.
3. Follow the directions on screen to scan the front and back of the check.
4. Type the amount the check is written for.
5. Confirm your Remote Deposit information to submit.



Scan to watch an instructional video on how to enroll in online banking.  
[siucu.info/how-to-enroll](https://siucu.info/how-to-enroll)

## Online with PayRazr

Go to [siucu.org/onlinepayment](https://siucu.org/onlinepayment) to make a one-time payment for a \$7.95 convenience fee.