

Multi Payment System User Manual





<https://payment.nptu.edu.tw/home/identity>

Click here



Step 1: Select your login identity >

Choose the payment item

<p>1. Currently Enrolled</p> 	<p>Currently enrolled student of National Pingtung University.</p>
<p>2. Formerly/Not Currently Enrolled</p> 	<p>Not currently enrolled (including alumni, students on leave, or those never enrolled).</p> <p><i>*First-time login requires account registration – see next page for details.</i></p>
<p>3. Faculty</p> 	<p>Currently employed as a faculty or staff member at National Pingtung University.</p>
<p>4. Unaffiliated with the University</p> 	<p>General public / Partner vendors (not NPTU faculty, staff, or students).</p> <p><i>*First-time login requires account registration – see next page for details.</i></p> <p><i>*Graduates of former Pingtung Teachers College or Pingtung Junior Teachers College should apply under “General public”.</i></p>

*Register an account

(Required for first-time login by non-current students and external users)

1. Select your **applicant identity**.

2. Enter your **contact email address**.

3. Set a **password**.

4. Enter your **full name**.

**Please use your full name in either Chinese or English.*

5. Enter your **date of birth**.

6. Enter your **National ID** or **ARC number**.

**For passport holders only, please use the following format: the first 8 digits represent your date of birth in YYYYMMDD format, followed by the first 2 letters of your given name in English (total of 10 characters).*

Example: ROBERT W. DAVISON, born July 12, 1942 → “19420712RO”

7. Enter your **contact address** (optional).

Step 1: Select your login identity > Choose the payment item

1. Click on **Public Fee Items**.

2. Select **Department** > 國際學院 華語教學中心.

3. Find the item(s) and quantity you wish to pay for, then click on **Add to Cart**.

4. Click on **Go to pay**.

**Please refer to the illustration on the next page.*

選擇繳款項目 Select Fee

1. 個人繳款項目
Personal Fee

公開收費項目
Public Fee

步驟一：選擇收費項目

Step One: Choose Fee

篩選資料：
Search Keyword

請輸入關鍵字

*僅能搜尋收費項目名稱

查詢單位：
Department

國際學院 華語教學中心

筆數：
Items per Page

10

查詢分類：
Categories

捐款類 Donations

報名費類 Registration Fees

校務行政類 School Administration Fees

場地使用類 Venue Fees

學雜費類 Tuition and Miscellaneous Fees

其他 Other

#	收費項目識別碼 Fee ID	單位 Department	收費項目名稱 Fee Name	單價 Unit Price	數量 Quantity	繳費通路 Payment Method	繳費截止日 Payment Deadline	功能 Action
1	1175_2025071000001	國際學院 華語教學中心	2025華語正規班學費 2025 Tuition Fee	27000	- 1 +	信用卡, 列印繳費單	2026/02/28	加入(Add to Cart)

上頁 1 下頁

繳費去 Make Payment



Step 2: Manage Shopping Cart

1. Confirm the payment details and **select** the items to proceed with payment.

購物車管理 Manage Shopping Cart

購物車項目
Items in Cart

步驟二：確認繳款項目明細

Step Two: Order Information

選擇 Select	#	收費項目名稱 Fee Name	繳費項目說明事由 Description	單價 Unit Price	數量 Quantity	繳費金額 Amount	功能 Action
<input checked="" type="checkbox"/>	1	2025華語正規班學費 2025 Tuition Fee	--	27000	1	27000	刪除>Delete

總金額 (Total Amount) : 27000元

Step 3: Select Payment Method

1. Click on **one of the available payment method icons**.

**Only the payment options provided by the center will be displayed on the interface.*

**Refer to the page 7 for a sample payment screen.*

2. Confirm the entered information, including **payer's name, contact email, phone number**, and whether a **receipt** is needed > click **Confirm**.

**If a receipt is required, please enter the receipt title, company tax ID, and mailing address.*



Credit Card

The system will automatically redirect to the payment screen.

Available Payment Methods for Overseas Users



**Payment Slip
(convenience
store payment)**

The system will automatically redirect to the payment screen. Please choose one of the following options to complete your payment:

- ① **Payment Slip (Paper):** Print the payment slip and make your payment at Bank of Taiwan or convenience stores.
- ② **ATM or WebATM Transfer:** Use the information provided at the bottom of the screen to complete the transfer via ATM or WebATM.

Credit Card

Available Payment Methods for Overseas Users

繳費單 Print Bill



Payment Slip (Paper)
(convenience store payment)

Step 4: Submit Proof of Payment

1. Please **send the following two screenshots** to our center via email: clc@mail.nptu.edu.tw

① **Successful payment confirmation screen for credit card transactions (for overseas users).**

**For convenience store payments (domestic users), please provide the payment receipt or transaction details.*

② **Screenshot of the “Paid Items” page.**

**After completing the payment, you can view your “Paid Items” in the system. For details, please refer to page 9.*




① Credit Card Payment Success Screen


② Paid Transactions Screen


*Paid Transactions Screen


1. Click on “**Paid Items**” at the top of the page.


2. You can view the **Paid Time**, **Fee Order Id**, **Fee Number**, **Fee Name**, **Description**, **Bill To**, and **Amount**, and **Payment Method**.


 繳款項目
Fee


 已繳款查詢
Paid Inquiry


 帳號管理
Account Management


 登出
Logout

 **查詢已繳款項目**
Paid Records

查詢繳款紀錄
Paid Records

篩選資料：
Search Keyword

*僅能搜尋繳費項目編號、收費項目名稱

筆數：
Items per Page 10

#	繳款時間 Paid Time	繳費項目編號 Fee Order Id	繳款編號 Fee Number	收費項目名稱 Fee Name	事由 Description	繳款人 Bill To	繳款金額 Amount	繳款方式 Payment Method
1	2025/07/30 12:37:40	I175_2025071000001	PMU1238596600	2025華語正規班學費 2025 Tuition Fee	--	陳OO	27000	信用卡