



OFFICE OF UNDERGRADUATE  
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## How to Pay Your Commitment Deposit Online

1. Log-in to your **CUNY Portal Account** (If you previously attended a CUNY college, edit your profile and make John Jay College your primary college.)
2. You will be redirected to the *My Page* section of your CUNY portal account
3. Scroll down to the **Student Applications** section
4. Click on the **eSIMS** icon
5. You will be redirected to your *eSIMS* account page
6. On the yellow left hand side navigation box place your mouse over **Semester Bill** and then **click** on the most current semester
7. You will be redirected to your *Semester Bill* page
8. Follow the on screen instructions to pay your commitment deposit by credit/debit card or electronic funds transfer (checking/savings account)

*If you are experiencing difficulty logging onto the CUNY Portal, please call the John Jay Helpdesk at 212-237-8200.*