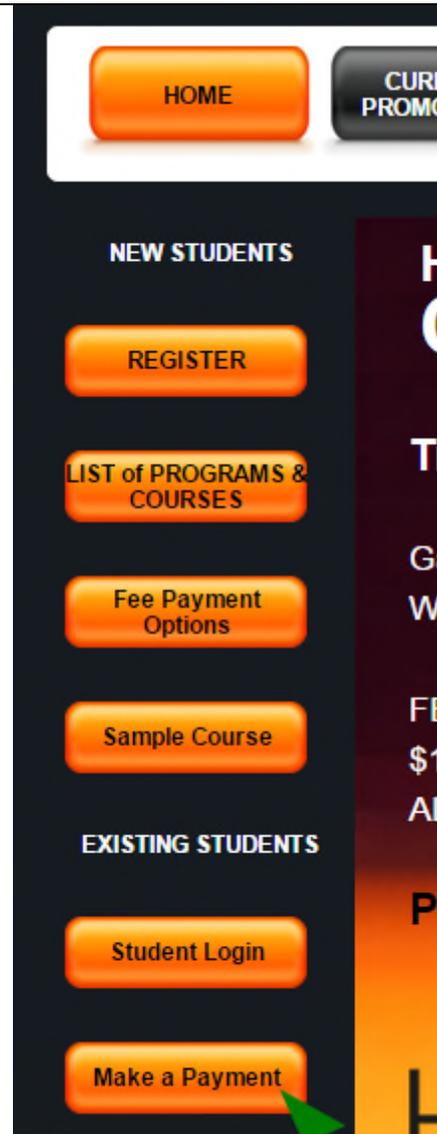


How to Make a Payment

Step 1: Go to www.HoustonIndustrialTraining.com and click on the “Make a Payment” button.



Step 2: Enter your Username and Password.

Note 1: The Username and Password are both CASE SENSITIVE.

Note 2: If you do not have a Username and Password, please note that you need to register in a program to get your Username and the Password.

Student: Please enter your login data

Username

Password

Step 3: The student will be brought to the Student Payment Record.

Click on "Proceed to Make Payment" to make a new payment.

Student Payment Record

Course Fees : ██████████
Authorization to Take Course : Yes

Student Name : ██████████		Course Name : ██████████	
Payment Date	Payment Method	Amount	Payment Review
██████████	██████████	██████████	Completed
Paid Course Fees Total Amount:		\$	██████████

Pending Course Fees Amount: \$ ██████████



<p>Step 4: Student will be shown the payment required. The student needs to enter the required payment amount in the “Payment Amount” field and select a payment mechanism- Paypal OR Credit Card OR Money Order/Certified Check.</p> <p>In the example on the right, I am using a student who has chosen the Monthly Payments option.</p> <p>If you are a student who has chosen the Full Payment option and did not make the payment during registration, you will be asked to pay the full amount on this screen.</p>	<p>Monthly Payment</p> <p>Remaining payment: █████ USD</p> <p>Next installment due date: (██████)</p> <p>Minimum installment due by the next installment due date: █████ USD</p> <p>You can make this payment anytime before the due date- you don't have to wait for the due date.</p> <p>Please choose one of the following options:</p> <p>Pay with PayPal- Please click this button to be re-directed to the Paypal site and pay using your Paypal account.</p> <p>Pay with Credit Card- Please click this button to pay with a credit card.</p> <p>Pay with Money Order or Check- Please click this button to pay with a money order or certified check.</p> <p style="text-align: center;">Minimum installment due by the next installment due date: 100.00 USD</p> <p style="text-align: center;">Payment Amount <input type="text"/> USD</p> <p style="text-align: center;"> <input type="button" value="Pay with PayPal"/> <input type="button" value="Pay with Credit Card"/> <input type="button" value="Pay with Money Order or Check"/> </p>
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<p>Step 5A: If the student makes a payment with PayPal or Credit Card successfully, he/she will see a success message similar to the one shown here.</p>	<p>Course Payment</p> <p style="text-align: center; color: green;">Your payment has been accepted and a confirmation email has been sent to you. Please continue with your program as you normally would.</p> <p style="text-align: center;"><input type="button" value="HOME PAGE"/></p>
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Step 5B: If the student wants to make a payment via Money Order or Certified Check, he or she should follow the instructions shown by clicking the “Pay with Money Order or Check” button in Step 4.

Houston Industrial Training Institute will send you an email when your payment has been received and processed.

Making Payments via Money Order or Certified Check

Pay with Money Order or Certified Check- Your money order or certified check should be payable to “Houston Industrial Training Institute” and mailed to “5348 Vegas Drive #998, Las Vegas, NV, USA, 89108.” Please note that we do not accept personal checks.

If you are using this option for monthly installments- please ensure that you allow enough time for your payment to be received and processed, before your payment due date.

[Exit](#)