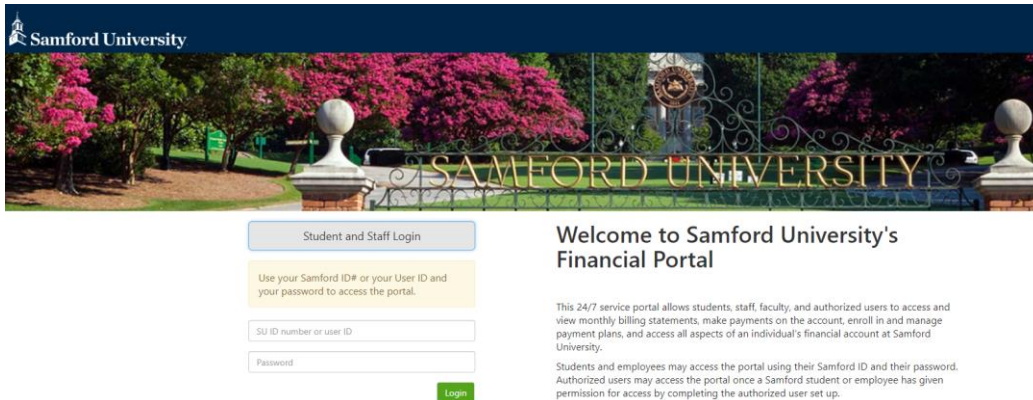
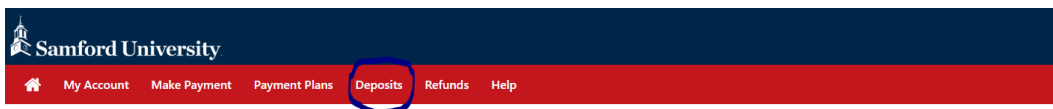


## Directions for Paying an Online Seat Deposit

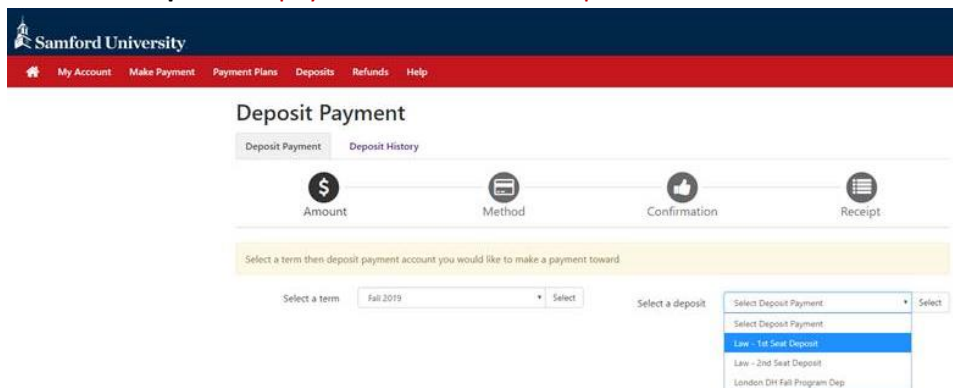
1. Visit [www.samford.edu/go/ebill](http://www.samford.edu/go/ebill) and log in by selecting “Student and Staff Login.”



2. You can use your SU ID **or** your Username (“User ID”) to log in.
  - a. Your “SU ID” is the nine-digit number starting with “9” assigned to you.
  - b. Your password is the same password used to access your Samford Email.
  - c. The SU ID and Username are found in the *Samford University Confidential Technology Services* Email you received after being admitted to Cumberland School of Law.
    - i. *To have this email regenerated, please contact Samford University’s Help Desk: 205-726-2662.*
3. Once you are logged in, **select the “Deposits” tab** in the red banner at the top of the page.



4. Select the “Fall 2022” term in the drop-down box.
5. Select “Law - 1<sup>st</sup> Seat Deposit” to pay the **first** tuition deposit of \$250 – final due date April 8, 2022.  
**OR**
6. Select “Law - 2<sup>nd</sup> Seat Deposit” to pay the **second** tuition deposit of \$500 – final due date June 10, 2022.



7. If the school term and amount are correct, select “Continue.”
8. Select payment method and continue on with payment steps.

Once your seat deposits are received and processed, the Office of Law Admission will update your status as a deposited student. Please keep in mind that admitted students who do not pay their seat deposits by the deadlines noted above will forfeit their seat in the Class of 2025. If you have any questions or concerns, feel free to contact the Office of Law Admission at 800-888-7213 or [lawadm@samford.edu](mailto:lawadm@samford.edu). Thank you.