

**PROCEDURES OF EDUCATION FEES PAYMENT
FOR STUDENTS OF UNIVERSITAS ATMA JAYA YOGYAKARTA
EVEN SEMESTER ACADEMIC YEAR 2024/2025**

Payments via Teller, mobile banking, and internet banking can be made at Bank Mandiri, Bank BNI, Bank BRI, Bank BPD DIY, and Bank CIMB Niaga throughout Indonesia. Payments via ATM can only be made at Bank Mandiri, Bank BRI, Bank CIMB Niaga, and Bank BPD DIY throughout Indonesia, while the payment process via Bank BNI ATM cannot be done yet.

a) Through Teller

i. Mandiri Bank

1. Visit the Branch Office of Bank Mandiri
2. Fill in the deposit or book transfer slip.
Steps for Filling In the Deposit/Book Transfer Slip:
 - a. Fill in the Date, Name, and address of the Payer.
 - b. Fill in the recipient with the code **88385+Student Identification Number (NPM)**
 - c. Fill in the Account Number with BILLKEY1, e.g.:**88385243123456**.
 - d. Fill in the Deposit Amount in Numbers and words.
 - e. Fill in the Transaction Purpose, e.g. UAJY Payment.
3. Deliver the deposit slip to the Teller.
4. The Teller will process and print the receipt.

ii. Bank BNI

1. Visit the nearest Branch Office of BNI
2. Inform the Teller that you want to pay for "**Virtual Account Billing.**"
3. Inform the Virtual Account Number to Teller (Mention the **University Virtual Account Code (UAJY) 34697** and also the Student Identification Number), e.g. **34697243123456**
4. The Teller confirms to the student
5. Teller processes transactions by cash deposit (debiting from an account is unable)
6. If the transaction is successful, the Teller will give a receipt.

iii. Bank BRI

Students/parents do not need to fill out a deposit slip; mention UAJY Virtual Account **70005** directly followed by Student Identification Number, e.g. **70005243123456**

iv. CIMB Niaga Bank

Students/parents do not need to fill out a deposit slip; mention UAJY Virtual Account 2013 directly followed by Student Identification Number, e.g. **2013243123456**

v. Bank BPD DIY

Students come to the Teller and inform their Student Identification Number, and the Teller will process the payment transaction.

b) Via ATM

i. Bank Mandiri ATM

1. Insert ATM card and input PIN
2. Select PAY
3. Select OTHER > OTHER > EDUCATION

4. Input Company/Institution code of “88385” (UAJY)
5. Input BILLKEY1: e.g. 88385243123456 (88385+Student Identification Number/NPM)
6. CONFIRMATION: Press 1, then press OK
7. Transaction completed
8. Save the Payment Receipt

ii. **Bank BRI ATM**

1. Insert BRI ATM Card
2. Select Language > Input PIN Number
3. Select BRIVA
4. Input payment code number/VA code (70005) + NPM (243123456), e.g. 70005243123456
5. On the ATM monitor screen, payment details will appear > payment confirmation > OK > finished.

iii. **Bank CIMB Niaga ATM**

1. Insert (only) CIMB Niaga Card (*other than CIMB ATM Card cannot be used*) at Bank CIMB Niaga ATMs
2. Input PIN number
3. Select **Payment> Continue**
4. **Select Virtual Account (VA)**
5. Input UAJY Virtual Account number **2013** directly followed by Student Identification Number, e.g. **2013243123456**. Then, enter the numbers according to the appearing bill
6. Recheck the payment details, then select **OK**.

iv. **Bank BPD DIY ATM**

1. Insert BPD DIY ATM Card into Bank BPD DIY ATM Machine
2. Select Language, then input PIN Number
3. Select Payment
4. Select Education Services
5. Select University
6. Select UAJY
7. Input Student Identification Number (NPM)
8. Continue until the Payment is processed.
9. Save the receipt

c) **Through Mobile Banking**

i. **Bank Mandiri (Livin)**

1. Open **the Livin** application on a mobile phone.
2. Input your user ID and PIN on the login page.
3. Select PAY
4. Select EDUCATION > **Universitas Atma Jaya Yogyakarta (88385)**
5. Input VA Number > input Student Identification Number (NPM) (e.g. 243123456)
6. Click CONTINUE > CONFIRM
7. Input Banking PIN, then press OK
8. Transaction Completed

ii. **Bank BNI**

1. Access **BNI Mobile Banking** from a mobile phone
2. Select **"Transfer."**
3. Select **"Virtual Account Billing,"** then select **Debit Account.**

4. Input **University Virtual Account Code (UAJY) 34697** and immediately follow by Student Identification Number/NPM (e.g., **34697243123456**) on "**New Input.**" No name is needed. Then, click Continue.
5. The bill to be paid will appear on the confirmation screen.
6. Confirm the transaction and enter the transaction password.
7. Payment has been successful.

iii. Bank BRI

1. Open BRIMO application
2. Input Username and Password
3. Select BRIVA > Add a new transaction.
4. Input Payment Code Number 70005 directly followed by Student Identification Number/NPM > Continue, e.g., VA Code Number 70005243123456
5. The student payment bill detail appears.
6. Select payment confirmation > OK.

iv. Bank CIMB Niaga

1. Login to Octo Mobile
2. Select **Transfer**
3. Select Transfer to **Other CIMB Niaga Account**
4. Select source account: CASA or Mobile Account
5. Input UAJY Virtual Account number **2013** directly followed by Student Identification Number/NPM, e.g. **2013243123456**
6. Input the payment amount according to the bill.
7. Confirm Payment is displayed on the screen.
8. Input your Mobile Banking PIN, then click Submit.

v. Bank BPD DIY

1. Select Transfer
2. Select destination bank
3. Input destination account: 701759 (UAJY Code) + NPM
4. Input transfer amount
5. Transfer confirmation is displayed; if it is correct, select Transfer.

d) Via Internet Banking

i. Bank BNI

1. Type the web address <https://ibank.bni.co.id>, then click "**Enter**"
2. Input **User ID** and **Password**
3. Select **Transfer**
4. Select **Virtual Account Billing**
5. Input **the Virtual Account Code of UAJY 34697** directly followed by Student Identification Number/NIM (e.g., **34697243123456**) to be paid. Next, select the debit account to use. Then, click **Continue.**
6. The bill to be paid will appear on the confirmation screen.
7. Input **Token Authentication Code**
8. Payment has been successful

ii. Bank CIMB Niaga

1. Login to Octo Click
2. Select **Transfer**

3. Select Transfer > **Transfer to Virtual Account**
4. Select **Source of Fund** Account, enter the UAJY Virtual Account number **2013** directly followed by Student Identification Number (e.g. **2013243123456**), and click **Continue to verify details**.
5. The number, Virtual Account name, and billing amount will be displayed on the screen for verification.
6. Select send OTP, then OTP will be sent to the registered mobile number.
7. Input the OTP number, and click **Confirm**.
8. Confirm Payment on the screen.

e) Payments from Other Banks (Mobile Banking)

i. From Other Banks to Bank BRI

Select **Transfer** > input the interbank transfer code "**002**" **BRI** > input payment code "**70005**" > input Student Identification Number/NPM "243123456" (e.g. **00270005243123456**) > input the amount of money according to the payment bill (can be seen in SIATMA, e.g. Rp4,000,000) > process payment "**OK**" > finished.

ii. Bank BCA to UAJY Perception Bank

1. Select BCA Mobile > input access code/pin
2. Select m-Transfer > Transfer List > Interbank > input Account Number and select the Bank> Send > Account Name appears > input PIN > OK.
3. Select Transfer > Interbank > input the information on the Bank and account number when saving the data in Transfer List, input the amount of money (must match the bill in SIATMA), click Realtime Online Transfer Service (Rp6,500), input news/information > Send > OK > input PIN > OK > finished.

f) Payment confirmation can be done by contacting the Revenue Subdivision of Finance Office by phone number (0274) 487711 ext. 2124/2125 or Call Center 0821.3642.2418 during working days (Monday to Friday, between 08.00 – 14.45)