

## ONLINE PAYMENT OPTIONS CURRENT ACCOUNT (ENGLISH)

**PAGAMENTOS / PAYMENTS**  
 UNIVERSIDADE DO PORTO

Sumário / Summary

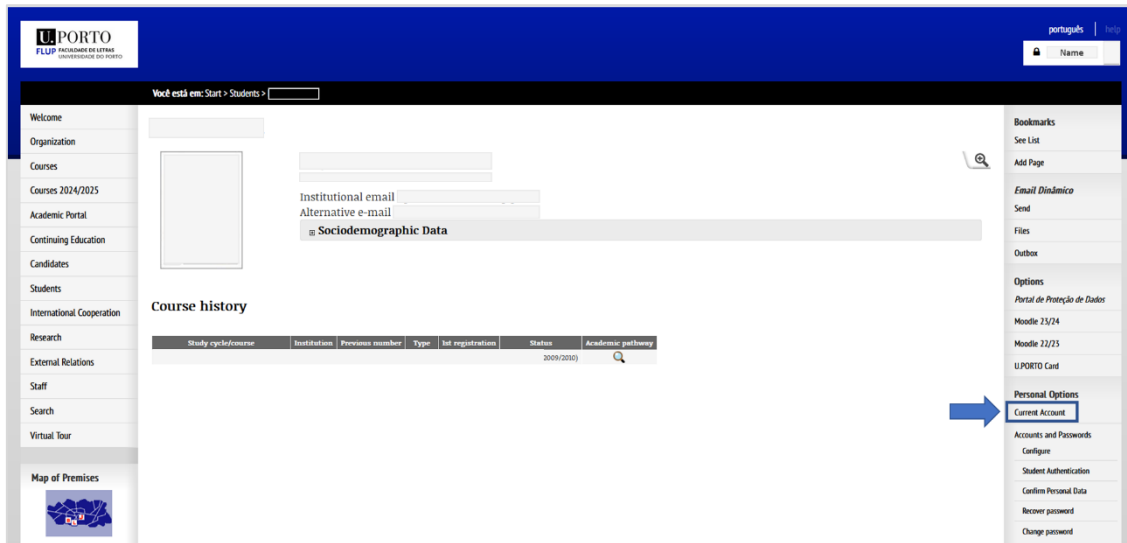
Escolha um método de pagamento / Select a payment method

|                                    |        |                                                                                                                                               |
|------------------------------------|--------|-----------------------------------------------------------------------------------------------------------------------------------------------|
| Pagamento em Excesso / Overpayment | 0,00   | <input type="radio"/> MB WAY / MB WAY<br><i>The payments by MBWAY are only available if you are in Portugal</i>                               |
| Total                              | € 0,00 | <input type="radio"/> Referência MULTIBANCO / ATM reference<br><i>The payments by ATM reference are only available if you are in Portugal</i> |
|                                    |        | <input type="radio"/> Cartão Bancário / Bank Card (debit or credit)<br>                                                                       |

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1 – Access the current account on the Sigarra home page. First, click on your "Name".

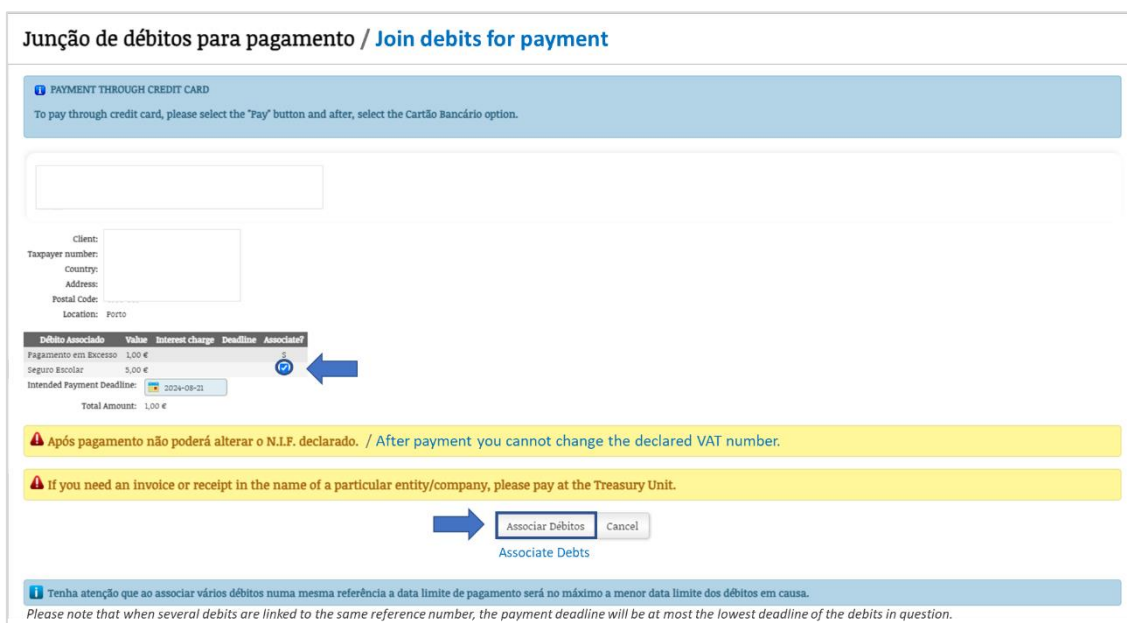
2 – Select Current Account (right hand menu).



3 – “Click” on the Pay icon.



4 – If there is more than one amount owed, you can Join debits for payment by checking the amounts under the Associate column, then click on the > Associar Débitos (Associate debts) button.



#### 4 – Select the Pay button.

**Junção de débitos para pagamento / Join debits for payment**

**PAYMENT THROUGH CREDIT CARD**  
 To pay through credit card, please select the "Pay" button and after, select the Cartão Bancário option.

Client:   
 Taxpayer number:   
 Country:   
 Address:   
 Postal Code:   
 Location: Porto

| Débito Associado     | Valor  | Interest charge | Deadline | Associated? |
|----------------------|--------|-----------------|----------|-------------|
| Pagamento em Excesso | 1,00 € |                 |          | S           |
| Seguro Escolar       | 5,00 € |                 |          | S           |

Intended Payment Deadline: 2024-08-22  
 Total Amount: 6,00 €

**⚠️ Após pagamento não poderá alterar o N.I.F. declarado. / After payment you cannot change the declared VAT number.**

**⚠️ If you need an invoice or receipt in the name of a particular entity/company, please pay at the Treasury Unit.**



Please note that when several debits are linked to the same reference number, the payment deadline will be at most the lowest deadline of the debits in question.

**ⓘ** Tenha atenção que ao associar vários débitos numa mesma referência a data limite de pagamento será no máximo a menor data limite dos débitos em causa.

If you don't pay the reference by the payment deadline, you can generate a new reference by the debit deadline.

**ⓘ** Se não pagar a referência até à data limite de pagamento da mesma poderá até à data limite do débito gerar uma nova referência.

You can consult the references to be paid in your current account in the "Unpaid expenses" tab.

**ⓘ** Poderá consultar as referências a pagamento na sua conta corrente no separador "Despesas não saldadas".

#### 5 – Payment can be made via:

- MBWAY
- ATM Reference
- Bank Card (debit or credit)

#### Note:

*It may be necessary to fill in: Address, Postal Code and Location.*

*Payments by MBWAY or ATM Reference are only available if you are in Portugal.*

**PAGAMENTOS / PAYMENTS**  
 UNIVERSIDADE DO PORTO

**U.PORTO**

**Sumário / Summary**

|                                    |               |
|------------------------------------|---------------|
| Pagamento em Excesso / Overpayment | 6,00          |
| <b>Total</b>                       | <b>€ 6,00</b> |

**Escolha um método de pagamento / Select a payment method**

☐ MB WAY / MB WAY  
*The payments by MBWAY are only available if you are in Portugal*

☐ Referência MULTIBANCO / ATM reference  
*The payments by ATM reference are only available if you are in Portugal*

☐ Cartão Bancário / Bank Card (debit or credit)

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6 – Payment by MB WAY > insert your phone number > select the ENVIAR (SEND) button.

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Escolha um método de pagamento / Select a payment method

|                                    |               |
|------------------------------------|---------------|
| Pagamento em Excesso / Overpayment | 6,00          |
| <b>Total</b>                       | <b>€ 6,00</b> |

☒ MB WAY / MB WAY  
*The payments by MBWAY are only available if you are in Portugal*

TELEFONE / TELEPHONE

ENVIAR →  
 / SEND

☐ Referência MULTIBANCO / ATM reference  
*The payments by ATM reference are only available if you are in Portugal*

☐ Cartão Bancário / Bank Card (debit or credit)

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7 – Payment by ATM reference > select the GERAR REFERÊNCIA (GENERATE REFERENCE) button.

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Sumário / Summary

Escolha um método de pagamento / Select a payment method

|                                    |               |
|------------------------------------|---------------|
| Pagamento em Excesso / Overpayment | 6,00          |
| <b>Total</b>                       | <b>€ 6,00</b> |

☐ MB WAY / MB WAY  
*The payments by MBWAY are only available if you are in Portugal*

☒ Referência MULTIBANCO / ATM reference  
*The payments by ATM reference are only available if you are in Portugal*

GERAR REFERÊNCIA →  
 / GENERATE REFERENCE

☐ Cartão Bancário / Bank Card (debit or credit)

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8 – Payment by Bank Card (debit or credit) > insert card details > select PAY.

**PAGAMENTOS**  
UNIVERSIDADE DO PORTO

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Sumário / [Summary](#)

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Pagamento em Excesso / [Overpayment](#) 1,00

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Total €6.00

Escolha um método de pagamento / [Select a payment method](#)

☐ MB WAY / [MB WAY](#)   
*The payments by MBWAY are only available if you are in Portugal*

☐ Referência MULTIBANCO / [ATM reference](#)   
*The payments by ATM reference are only available if you are in Portugal*

☒ Cartão Bancário / [Bank Card \(debit or credit\)](#)  

**6.00€**

 Cardholder Name

 Card Number

 Expiry Date

 CVV

CARD NUMBER  
\*\*\*\*\* \*  
EXPIRY DATE  
\*\*/\*\*  
CVV  
\*\*\*  
CARDHOLDER NAME  
\*\*\*\*\* \*

**PAY**

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