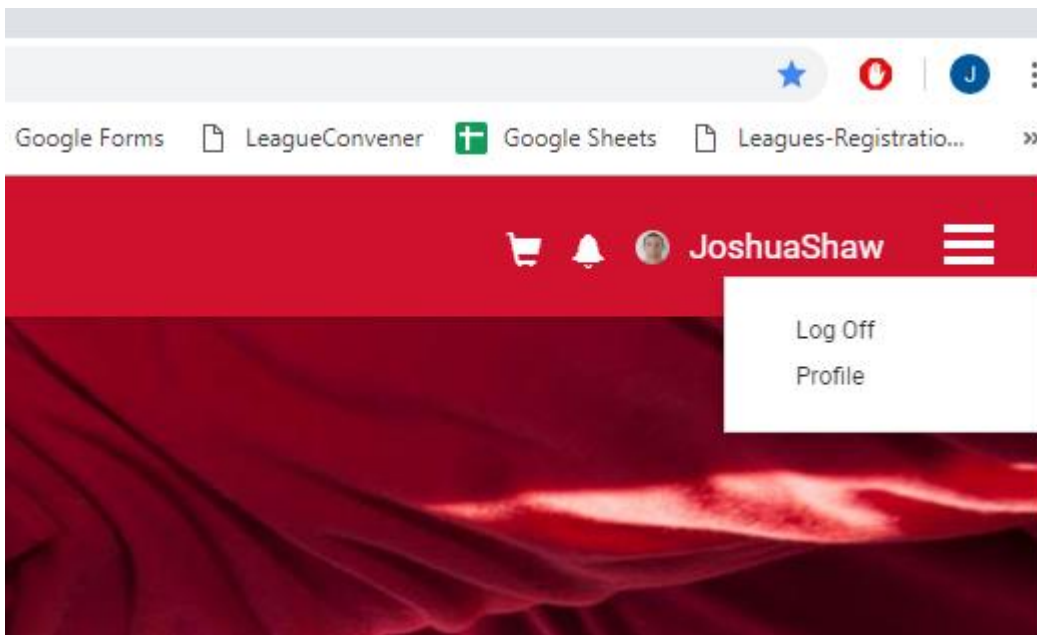


CAHL/CWAHL Online Payment Instructions

1. Create Account
 - a) [How to Create a Fusion Account for Carleton Athletics](#)
 - b) [Create an Account Here](#)

If you use a Carleton email (MC1) or have already created an account, please disregard.

2. Go to your account **PROFILE** by clicking on the circle next to your name in the top right corner of the screen.



3. Select the **INVOICES** option from the menu

View Account

Personal Information

- Programs 0
- Memberships 1
- Lockers 0
- Equipment 0
- Court Bookings 0
- Facilities 1
- Guest Passes 0
- Multi-Visit Passes 0
- Order History 2
- Towel Services 0
- Parking Permits 0
- Invoices 1**

My Invoices

Unpaid (0) All (0)

No Unpaid Invoices

4. Select the invoice and then choose "PAY INVOICE"

Please note the invoices will be active by August 20th and an email will be sent with a payment reminder and registration confirmation.

Any existing credit on account will automatically be applied to the amount owing, as long as the Team Representative is the same as Winter 19-20. Should the team rep have changed, please notify the league.

5. Enter the amount according to the payment schedule:

CAHL/CWAHL League Fee = \$3000.00 (taxes included) due in total September 8th, 2020.

6. Select the payment method and complete the transaction.

If there are any questions regarding the payment process, please email Joshua.Shaw@carleton.ca