How to pay your NRLP bill online:

Browse to nrlp.appstate.edu and Click *Pay Bill Online*

Click the *click here* link
You will be redirected to the billing gateway website. Click **Register**

Enter your **Account Number**, **Customer Number** and **Email address (twice)**. Click **SUBMIT**

All of the needed information is printed on your newest bill (new bills with black and gold logo). If you have a copy of a green bill, call our office for this information. 828-264-3671.

**NOTE:** If you have an AOL email address, please add: nrlp-billing@appstate.edu to your contacts list.
After you click submit, you will receive an email with a link that will allow you to complete your registration.

Click on the link in the email. You will see a window that will let you complete the registration process.

![Registration - Step 2](image)

Fill in your account number, and make a password, confirm password, and answer the security question.

Click **Submit** and you will be ready to pay online.

From this point on, your email address will serve as your username and you will use the password created in step 2 to login to the site. Once logged in, you can pay your bill online, view bills and usage history.

If you have any problems with registration or paying online, please call our office for assistance.

**828-264-3671 ext. 140.**