You can only pay for and send your application when every section is marked as complete (with a red tick).

**If you’re applying through a school or college**, they’ll be able to complete your reference and send us your application once you’ve paid for it.

**If you’re applying independently**, you can pay for and send us your application once your referee has finished your reference.

If your payment won’t go through, make sure you:

- Have entered the card details correctly, and completed all the fields:
  - the correct 16-digit number from the front of the card
  - the end date, and start date (if shown)
  - the CVV (last three digits) on the back of the card
  - the issue number on the front of the card (if shown)
- Have sufficient funds in your account
- If you’re applying from outside the UK, your bank may think the transaction is fraudulent as its being made to a different country – you will need to contact your bank to confirm you are trying to make the payment.
- Your card may not be registered for online payments – you will need to contact your bank to get your card registered.

If your payment still won’t go through, **please contact us**.