

Bill Payment Overview for Authorized Users

When you access Bill Payment you will see the Home Page where you can view, manage, and make payments on your student's account. Here's a quick overview of what you can do when you're here.

Home Page

The screenshot shows the TAMU Bill Payment Home Page. At the top, there is a dark red header with the TAMU logo and 'BILL PAYMENT' text. On the right side of the header, it says 'Logged in as: Susan Parent | Logout' and 'Student Account: Terrie Student'. Below the header is a navigation bar with links for 'My Account', 'Make Payment', 'Payment Plans', and 'Help'. On the far right of the navigation bar is a 'Select Student' button.

The main content area is divided into several sections:

- Announcement:** A box on the left containing text about the TAMU 2017 term, statement availability, and due dates.
- Alert:** A red banner at the top center stating 'Electronic check transactions have been restricted on this account.'
- Student Account:** A box showing the student's ID as 'xxxxx1196' and a current balance of '\$544.50'. It includes buttons for 'View Activity', 'Enroll in Payment Plan', and 'Make Payment'.
- Payment Plans:** A box showing a 'TAMU 2017 - 4 Monthly' plan with a balance of '\$544.50' and a 'Balance Not Included in Plan' of '\$0.00'.
- Scheduled Payments:** A table with columns for Description, Payer, Date, Method, Amount, and Action. It lists four installments of \$136.12 each, scheduled for 11/17/17, 12/15/17, 1/12/18, and 2/9/18.
- Statements:** A box showing 'Your latest eBill Statement Statement (11/1/17)' with a 'View' button.
- My Profile Setup:** A sidebar on the right with links for 'Personal Profile', 'Payment Profile', and 'Notifications'.

At the bottom of the page, there is a dark red footer with copyright information: '©1997 - 2017 TouchNet Information Systems, Inc. All rights reserved. | TouchNet Privacy Policy' and the TouchNet logo.

Your Bill Payment Home Page is a summary of your student's account, where you can:

- See important announcements and alerts
- View your student's current account balance, payment plan installments and scheduled payments
- Make payments
- If access has been granted, view account activity detail
- Enroll in the payment plan
- If access has been granted, view account statements
- Find links to important profile setup features

1) **Announcement** – See the Announcement area for information about the current term billing and due dates.

2) **Account Alerts** – Watch this space for important messages about the account.

3) **Student Account**

Balance – The total balance owed.

View Activity – See the transaction detail of charges and payments for the account.

Enroll in Payment Plan – If a payment plan is available for the term you can enroll in the plan.


Make Payment – Follow this link to make a payment on the account.

4) **Payment Plans** – View the payment plans that the student is currently enrolled in.

5) **Scheduled Payments** – View scheduled payments. The **Action** button will allow you to view or make changes to the scheduled payments.

6) **Statements** – The latest billing statement will be listed here. Click **View** to open the statement or click on the description to access the current statement as well as previous statements.

My Profile Setup

 **BILL PAYMENT**

Logged in as: Susan Parent | Logout
Student Account: Terrie Student

My Account | Make Payment | Payment Plans | Help

Select Student

Announcement

Welcome to Texas A&M University's Bill Payment Suite

[The TAMU 2017 term will be available to view on October 2, 2017 if you have registered for this term.](#)

TAMU 2017 statements will be available beginning November 1, 2017.

Balances are due November 17, 2017. An installment plan is available through December 1, 2017 with due dates of November 17, December 15, January 12 and February 9.

! Electronic check transactions have been restricted on this account.

Student Account

ID: xxxxx1196

Balance \$544.50

[View Activity](#) [Enroll in Payment Plan](#) [Make Payment](#)

Payment Plans

TAMU 2017 - 4 Monthly	\$544.50
Balance Not Included in Plan	\$0.00

Scheduled Payments

Description	Payer	Date	Method	Amount	Action
TAMU 2017 - 4 Monthly -- Installment 1 of 4	Susan Parent	11/17/17	SP MC	\$136.13	
TAMU 2017 - 4 Monthly -- Installment 2 of 4	Susan Parent	12/15/17	SP MC	\$136.12	
TAMU 2017 - 4 Monthly -- Installment 3 of 4	Susan Parent	1/12/18	SP MC	\$136.13	
TAMU 2017 - 4 Monthly -- Installment 4 of 4	Susan Parent	2/9/18	SP MC	\$136.12	


Statements

Your latest eBill Statement
Statement (11/1/17) [View](#)

My Profile Setup

- Personal Profile **1**
- Payment Profile **2**
- Notifications **3**

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Access these setup options to view your profile information, make payments easier and opt in to notifications.

- 1) Personal Profile** – View your profile information with access to change your password.
- 2) My Payment Profile** – Add a payment method to your account to speed your way through future payments.
- 3) Notifications** – Add a mobile number to your account to get text notifications and updates about your student's account.

Menu and Navigation

ATM BILL PAYMENT

Logged in as: Susan Parent | Logout
Student Account: Terrie Student

1 My Account 2 Make Payment 3 Payment Plans 4 Help 5 Select Student My Profile

Current Activity
Statements
Payment History

Account Payment

Electronic check transactions have been restricted on this account.

Amount Payment Confirmation Receipt

Current account balance \$544.50 544.50

Payment Date 11/9/17 Memo

Payment Total: \$544.50

Continue

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1) My Account

- Current Activity** – If authorized, all of the charges and payments for your student’s account
- Statements** – If authorized, all of your student’s billing statements, with an option to view and print
- Payment History** – Any payments that have already been made

2) **Make Payment** – Make a full or partial payment against your student’s account balance.

3) **Payment Plans** –View the current payment plan, or enroll in a plan to pay the balance over time.

4) **Help** – See your options for finding help with questions about your account.

5) **Select Student** – This option will be available if you are an authorized user for more than one student account. It will allow you to switch between the student accounts.