

Making Credit Card Payment as Authorized User

Navigate to [Authorized User Login for Bill + Payment](#) and Login with your email and password.



Authorized Users

Login for parents or others who have been granted access.

*Email:

*Password:

Login

Forgot your password?

Have a temporary password [emailed](#) to you.

Welcome

Welcome to University of Puget Sound Student Account Suite. This 24x7 service lets students and their families view bills, make payments, and manage the student account.

Parents, guardians, or employers require student permission through the student's authorized user process. If you have any questions about the system, please send an e-mail to sfs@pugetsound.edu.

Student Account Suite Features

Student Account Center

- Check your balance.
- Make a payment towards your balance.
- View your payment history.
- Store your payment methods for quick and easy payment.
- As a student, provide permission to others (parents, employers, etc) to view your bill and make payments.

E-Billing

- View and print your billing statement.

Payment Plan Management

- Enroll in a payment plan so you can pay your balance in installments.
- View your current payment plan status.
- Make a payment toward one of your installments.
- Schedule future installment payments.

Refunds

- Enter your bank account information so that refunds can be deposited into your account electronically.

- Click on Make a Payment

UNIVERSITY of  **PUGET SOUND**
| Logout 

 My Account
[Make Payment](#)
[Payment Plans](#)
[Deposits](#)
[Refunds](#)
[Help](#)

Announcement

Fall Semester Billing Available July 1st!

Understanding the Balance displayed on your student account:
Payment Required when balance is positive **\$1,779.40**.
NO Payment Required when balance is negative **-\$1,779.40**.

Having problems accessing resources in Bill + Payment?

Please try the following potential solutions

1. Clear Internet Browser History
 - o If you are using Chrome, Firefox or Internet Explorer the easiest way to do this is with the keyboard shortcut **Ctrl-Shift-Delete**
2. Try using a different Browser
 - o Bill + Payment works best when using Chrome or Firefox
3. Allow Pop-ups by disabling Pop-up Blocker

If you have tried these steps and continue to have problems please contact us

Student Account ID: xxx4968

Balance	\$25,944.00
Estimated Financial Aid	\$18,600.00
Balance Including Estimated Aid	\$7,344.00

Make Payment
View Activity

Statements

Your latest eBill Statement Statement (5/11/17) - -\$25.00 View

Your latest 1098-T Tax statement 2015 1098-T Statement View

My Profile Setup


Authorized Users


My Payment Profile


Electronic Refunds


Notifications

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- Current account status will display. Select make a payment again

Account Payment

Current Account Status

[Student Account](#)

Balance: \$25,944.00

Estimated Financial Aid: \$18,600.00

Balance Including Estimated Aid: \$7,344.00

[Make a Payment](#)

[View Account Activity](#)

No payments are scheduled.

- Enter a payment amount and description, if desired, and then Continue



My Account

Make Payment

Payment Plans

Deposits

Refunds

Help

My Profile

Account Payment

Amount	Payment method	Confirmation	Payment Receipt
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Select Payment

Current account balance: \$7,344.00 \$

Payment date:

Memo:

- Choose Credit Card from the payment method drop down and click Select

Account Payment

Amount	Payment method	Confirmation	Payment Receipt
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Select Payment Method

Payment amount: \$555.55
Payment method:

*Credit card payments are handled through PayPath®, a tuition payment service. A non-refundable service fee will be added to your payment.

Electronic Check - Electronic check payments require a bank routing number and account number, or savings account. You cannot use corporate checks, i.e. credit cards, home equity, traveler's checks, etc.

- You will be redirected to the PayPath website to complete the credit card transaction
- Click continue to enter card information


**UNIVERSITY of
PUGET SOUND**

Welcome to the PayPath Payment Service!

This service allows you to make credit or debit card payments for University of Puget Sound student accounts. A non-refundable PayPath Payment Service fee of 2.75% or a minimum of \$3.00, whichever one is greater, will be added to each payment made and this fee is not refundable under any circumstance.

Transaction Details

Student ID: [REDACTED]

Term: 2017 Fall

PayPath Payment Service accepts:

        

- Verify the payment amount is correct and select continue

1. Amount 2. Card Information 3. Submit 4. Receipt

Payment Amount Information

In addition to the amount paid to University of Puget Sound, a non-refundable PayPath Payment Service fee of 2.75% or a minimum of \$3.00, whichever one is greater, will be added to each payment made and this fee is not refundable under any circumstance.

Payment amount: \$3,329.80

- Enter Credit Card information and then continue



Payment Service

1. Amount 2. Card Information 3. Submit 4. Receipt

Payment Card Information

PayPath Payment Service accepts:



*Indicates required fields

*Name on card:

*Card account number:

*Card expiration date:

*Card security code: [What is this?](#)

Billing Address

Check if address is outside of the United States:

*Billing address:

*City:

*State:

*Zip code:

*Email address:

*Confirm email address:

Phone number:

A confirmation page should display with the payment information.

- Check the box at the bottom of the page to Agree to the Terms and Conditions
- Submit Payment



1. Amount → 2. Card Information → 3. Submit → 4. Receipt

Review Payment Details

Please review the transaction details and agree to the terms and conditions below. Clicking Submit Payment will finalize your transaction.

Payment to University of Puget Sound:	\$3,329.80
PayPath Payment Service Fee:	\$91.57
Total payment amount:	\$3,421.37

School name:	University of Puget Sound
Student ID:	xxx2569
Payer name:	Jonny Test
Email address:	ngrosse@pugetsound.edu
Phone number:	Not supplied
Card number:	xxxxxxxxxxxx1111
Browser internet address:	207.207.127.235

Business correspondence address:	TOUCHNET INFORMATION SYSTEMS INC 15520 COLLEGE BLVD. LENEXA, KS 66219 UNITED STATES
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Terms and Conditions

Your credit or debit card information you provided will be used for your scheduled payments to University of Puget Sound. A non-refundable PayPath Payment Service fee of 2.75% or a minimum of \$3.00, whichever is greater, will be added to each completed payment.

I agree to the terms and conditions.

[Submit Payment](#) [Change Information](#) [Cancel](#)

- A payment receipt should display. Click Close to be returned to Bill + Payment



1. Amount

2. Card Information

3. Submit

4. Receipt

Thank you for using PayPath Payment Service!

A payment was processed and posted successfully to your University of Puget Sound account. Please print this page as your receipt and close this payment session. A confirmation email was sent to ngrosse@pugetsound.edu

Your credit card statement will reflect two transactions with the following information:

"PayPath University of Puget Sound"	\$3,329.80
"PayPath Service Fee"	\$91.57

Receipt Information

Payment to University of Puget Sound:	\$3,329.80
PayPath Payment Service Fee::	\$91.57
Total payment amount:	\$3,421.37

School name:	University of Puget Sound
Student ID:	xxx2569
Payer name:	Jonny Test
Email address:	[REDACTED]
Phone number:	Not supplied
Card:	Visa
Card number:	xxxxxxxxxxxx1111
Date and time:	08/16/2017 06:35 PM
Browser internet address:	207.207.127.235
Reference number:	20170816000000

University of Puget Sound Contact Information

If you have any questions concerning this transaction, please contact University of Puget Sound at:

Contact phone:	253-879-3214
Contact email:	sfs@pugetsound.edu

Terms and Conditions

Your credit or debit card information you provided will be used for your scheduled payments to University of Puget Sound. A non-refundable PayPath Payment Service fee of 2.75% or a minimum of \$3.00, whichever is greater, will be added to each completed payment.

Close

Print