

# Signing up for the payment plan

Sign up for the Payment Plan on the SBS Touchnet payment site by clicking on the Students or Parents link:

<http://www.sbs.txstate.edu/>

Log in with your NET ID and password and click on the **Payment Plans** tab:

STUDENTS PAY Tuition or sign-up for a Payment Plan

PARENTS PAY Tuition or sign-up for a Payment Plan

TEXAS STATE UNIVERSITY Student Business Services

Students and Staff  
Students: Click this link to login.

Authorized Users  
Login for parents or others who have been granted access.  
\*E-mail:  
\*Password:  
Login

Welcome  
Welcome to Texas State University Student Account Suite, offered to students and their families for viewing bills, making their student account.  
Students and staff may log in using their NetID and Password. Employers wishing to access the system require student permission. If you have any questions about this application, please e-mail to [cashiers@txstate.edu](mailto:cashiers@txstate.edu).

Student Account Suite Features  
Student Account Center  
Check your balance.

My Account Payments **Payment Plans** eStatements eRefunds  
Account Activity Personal Profile Payment Methods Authorized Users

Account Alerts  
No alerts at this time.

Announcements  
Welcome to the SBS Bill and Payment application!

My Account  
Current Account Status  
Balance:  
Make a Payment View Account Activity

Statements

At the **Payment Plan** screen, do the following:

1. Click **Enroll Now**.
2. Select the correct semester from the drop down menu.

The rising STAR of Texas

My Account Payments **Payment Plans** eBills eDebits

Payment Plans

Available Payment Plans

New payment plans are available.  
You are not currently enrolled in available payment plans but have

Enroll Now

My Account Payments **Payment Plans** eBills eDeposits eRefunds

Plan Enrollment

Select Payment Plan Schedule Payment Plan Paym

View available plans for term: Fall 2014 Select

3. Review terms of the plan and click **Continue** to schedule the plan.
4. Click **Display Schedule** to review down payment\* and installment amounts.

Plan Enrollment

Select Payment Plan Schedule Payment Plan

View available plans for term: Fall 2014 Select

If plans are available for multiple accounts, you must select both account and term

Fall 2014 Payment Plan  
Enrollment in this plan is for a down payment and two installment payments.  
Enrollment and down payment (30%) due August 21, 2014  
2<sup>nd</sup> installment (35%) due October 3, 2014  
3<sup>rd</sup> installment (35%) due November 7, 2014  
Please click here to apply for the Emergency Loan Program.

Fall 2014 Payment Plan

Term(s): Fall 2014

Enrollment deadline: 8/21/14

Scheduled payments: Optional

Setup fee: \$30.00

Minimum down payment: 30.00%

Number of payments: 2

Payment frequency: Fixed Dates

Continue Cancel

Plan Enrollment

Select Payment Plan Schedule Payment Plan Payment Plan Agreement

Please note that all amounts listed below include the most recent activity on your account, and may not necessarily match your latest billing statement. For more information about recent charges and/or credits, please view your **activity since last statement**. Please review your payment schedule carefully before completing your enrollment.

Eligible Charges and Credits

Description	Charges(\$)	Credits(\$)
Tuition	1,876.78	
Payment plan setup fee	30.00	
	Balance:	1,906.78
	Down payment:	572.03

Display Schedule Previous Step Cancel

\*Financial Aid and/or credits can be used towards your down payment. However, you must wait until after disbursement on 8/15/14 to enroll in the plan.

- If you are in agreement, check "I agree" and click **Continue**.
- Select Payment Method and follow the prompts to make the down payment.

**Plan Enrollment**

By agreeing and continuing, you will also be submitting a payment today of \$565.03 as a part of your enrollment.

Select Payment Plan	Schedule Payment Plan	Select Payment Method	Payment Plan Agreement	Payment Agreement
			Payment Plan Agreement	

Please read the following agreement carefully before you continue.

<b>Annual Percentage Rate</b>	The cost of your credit as a yearly rate.	0.00%
<b>Finance Charge</b>	The dollar amount the credit will cost you, including all fees.	\$30.00
<b>Amount Financed</b>	The amount of credit provided to you or on your behalf.	\$1,311.75
<b>Total of Payments</b>	The amount you will have paid after you have made all payments as scheduled.	\$1,341.75

For the Emergency Loan Plan - an origination fee of 1.25% of the original loan amount will be added to your plan.  
**IMPORTANT:** Effective May 1, 2012 there is a 2.75% convenience fee associated with credit card payments. This non-refundable fee will be taken at the time of payment.

You have the right to receive at this time an itemization of the Amount Financed. Select View Worksheet below for a printable version of this itemization.

If you pay your plan off early, you will not have to pay a penalty and you will not be entitled to a refund of part of the finance charge or origination fee.

I, Elizabeth L. Hewett, hereby agree to pay the balance deferred as stated in this agreement in 2 installment payments on or before the due date specified for each installment. I understand that **INSTALLMENT AMOUNTS MAY CHANGE** over time to account for any new charges, payments, or financial aid adjustments. I also agree to pay the payment plan setup fee of \$30.00.

I UNDERSTAND THAT A STUDENT WHO FAILS TO MAKE FULL PAYMENT OF TUITION AND FEES OR TUITION LOAN INCLUDING ANY INCIDENTAL FEES, BY THE DUE DATES SPECIFIED MAY BE PROHIBITED FROM REGISTERING FOR AND/OR DROPPING CURRENT CLASSES UNTIL FULL PAYMENT IS MADE. I FURTHER UNDERSTAND THAT A STUDENT WHO FAILS TO MAKE PAYMENT PRIOR TO THE END OF THE SEMESTER MAY BE DENIED CREDIT FOR THE WORK DONE THAT SEMESTER. Failure to pay this agreement as specified entitles Texas State University - San Marcos to withhold grades, diplomas, official transcripts as well as deny enrollment in future payment plans. I understand that should I withdraw from the university, that I am still responsible for any unpaid charges and any additional charges associated with my withdrawal. I also agree to pay all attorney fees, legal expenses, and collection costs related in collection of this debt.

1st Installment in the amount of **\$670.88 due on 6/11/14**  
 2nd Installment in the amount of **\$670.87 due on 8/1/14**  
 This agreement is dated Friday, May 16, 2014.  
 For fraud detection purposes, your internet address has been logged:  
 147.26.141.157 at 5/16/14 10:46:57 AM CDT

**ANY FALSE INFORMATION ENTERED HEREON CONSTITUTES AS FRAUD AND SUBJECTS THE PARTY ENTERING SAME TO FELONY PROSECUTION UNDER BOTH FEDERAL AND STATE LAWS OF THE UNITED STATES. VIOLATORS WILL BE PROSECUTED TO THE FULLEST EXTENT OF THE LAW.**

To revoke this authorization agreement you must contact sls-ar@txstate.edu.  
 Print and retain a copy of this agreement.

Please check the box below to agree to the terms and continue.

I Agree

**Continue** **View Worksheet** **Print Agreement** **Previous Step** **Cancel**

**Plan Enrollment**

Select Payment Plan	Schedule Payment Plan	Select Payment Method	Payment Plan Agreement
		Select Payment Method	

It will be used only for your down payment and plan fees, if any. After enrollment, you will be responsible for making each plan payment on or before the due date.

**Select Payment Method**

**Payment Method**

Select Payment Method  
 Select Payment Method  
 New Electronic Check (checking/saving)  
 Credit Card via PayPath \*

\* credit card payments are handled through PayPath®, a tuition payment service.

**Electronic Check** - Electronic payments require a bank routing number and account number. Payments can be made from a personal checking or savings account. You cannot use corporate checks, i.e. credit cards, home equity, traveler's checks, etc.

- Continue until payment process is complete and the following message is displayed:  
**Thank you, your enrollment in the Fall 2014 payment plan was successful.**

**Payment Receipt**

**Your new ACH payment method has been saved.**  
**Thank you, your payment was processed successfully.**  
**Your enrollment in Fall 2014 Payment Plan was processed successfully.**

**Payment Confirmation**

Payment Date:	5/1/14
Payment Time:	09:22:37
Name of Payee:	Texas State University - San Marcos
Name on Bank Account:	my name
Bank Account Type:	Checking
Account Number:	xxxxxx1111
Depository:	WELLS FARGO BANK 255 2ND AVE SOUTH MINNEAPOLIS, MN 55479
Amount Paid:	\$572.03
Student Name:	Elizabeth L. Hewett
Confirmation Number:	1839

Please print this page for your records.