Howard University eBill/ePay Student Account Suite

Howard University has converted to the TouchNet E-Billing/E-Pay system. The new Student Account suite is the preferred method for accessing your bill, and making payments. This web-based service provides self-service access to your student account, billing history, and provides automated payment methods using credit cards or electronic payments from your checking accounts.

Benefits and advantages:

- convenient and easy to use
- private and secure
- no waiting in line to make a payment
- parents, employers and other users you authorize can pay your bills online
- history of payments
- view current activity or by term
- pay by MasterCard, Visa, Discover, American Express, or deduct the amount from your checking account,
- print a copy of your payment transactions

Once logged in to the home page, students and authorized users can view activity and balances and make payments.
Payment History

Click on the Payments tab to view **Payment History**

Choose from the reporting options, and click **View Payment History** at the bottom of the page
Making a Payment

From the Payments tab and select Make a Payment and click on the Make a Payment link.

Or under Action, click on the Pay.
Payment Methods

Payments can be made by credit card or checking account. Select your payment method, complete all required fields, then click **Continue**.

- **Credit Card**

![Credit Card Payment Form]

- **Checking Account**

![Checking Account Payment Form]
Housing Deposits

In TouchNet, only credit card payments are accepted for Housing Deposits.

- To make a payment, click on the **Deposits** tab.
- Select **Housing Deposit** from the drop-down menu, then click **Select**

Next, select **Make Deposit Payment**
Select **Credit Card** from the Payment Method drop-down menu, and click **Continue**

- Next, enter the account and billing information and click **Continue**.
Setting up Authorized Users

Parents, employers or any individual a student desires to give access to make payments on their behalf will become an Authorized User once the student creates an account for the individual. Adding an authorized user is the student’s consent that an individual may view their account information and make payments on their behalf.

To create an authorized user:

Click on the **Authorized Users** tab
At the bottom of the page, click **Add an Authorized User**

Enter the e-mail address of the authorized user and complete the permissions fields.

Click **Add User**

An e-mail will then be sent to the authorized user and will include their log-in information

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**Frequently Asked Questions:**
www.howard.edu/studentfinancialservices/faq_touchnet.htm

**Log in to the TouchNet Student Account Suite:**
https://epay.howard.edu/C20088_tsa/web/login.jsp