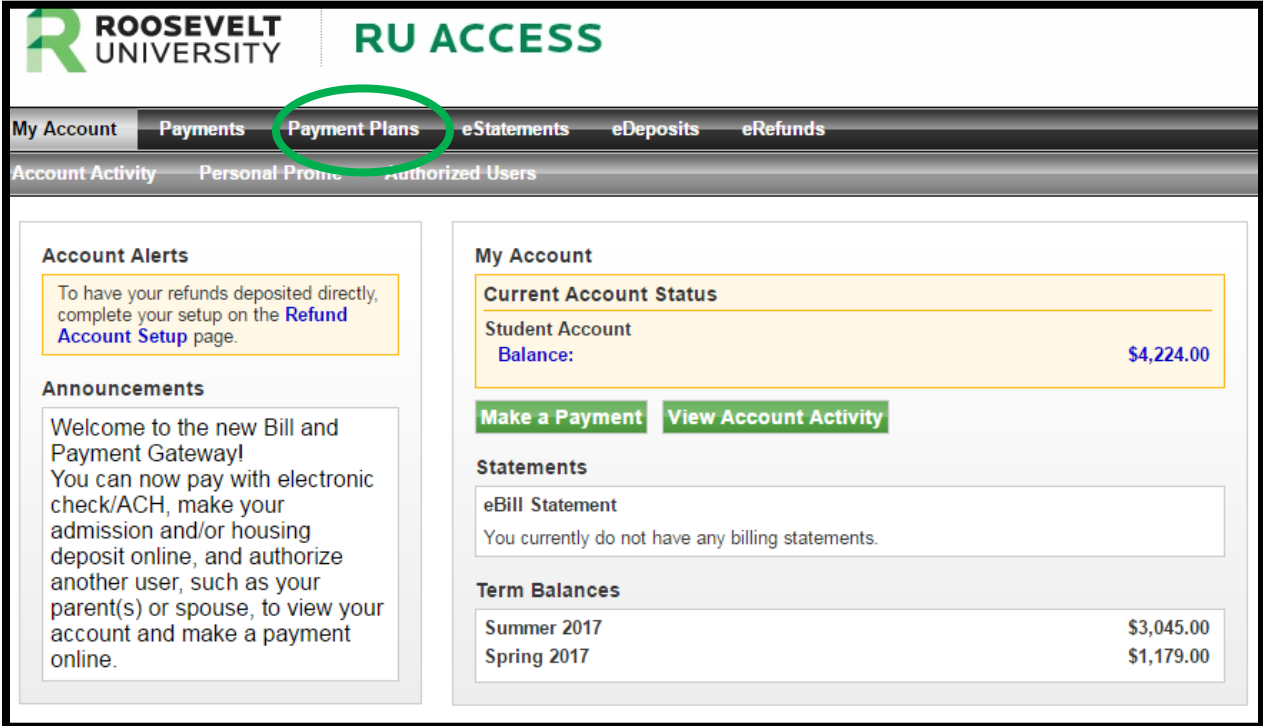


Roosevelt University/TouchNet Payment Plan Guide

Students wishing to enroll in Roosevelt's convenient payment plan can follow the steps below in TouchNet's Bill and Payment suite on RU Access.

Payment Plan Enrollment

Payment plans may be established from the TouchNet Payment Gateway by clicking on the "Payment Plans" tab.



ROOSEVELT UNIVERSITY | **RU ACCESS**

My Account | **Payments** | **Payment Plans** | eStatements | eDeposits | eRefunds

Account Activity | Personal Profile | Authorized Users

Account Alerts
To have your refunds deposited directly, complete your setup on the [Refund Account Setup](#) page.

Announcements
Welcome to the new Bill and Payment Gateway!
You can now pay with electronic check/ACH, make your admission and/or housing deposit online, and authorize another user, such as your parent(s) or spouse, to view your account and make a payment online.

My Account

Current Account Status

Student Account
Balance: **\$4,224.00**

[Make a Payment](#) | [View Account Activity](#)

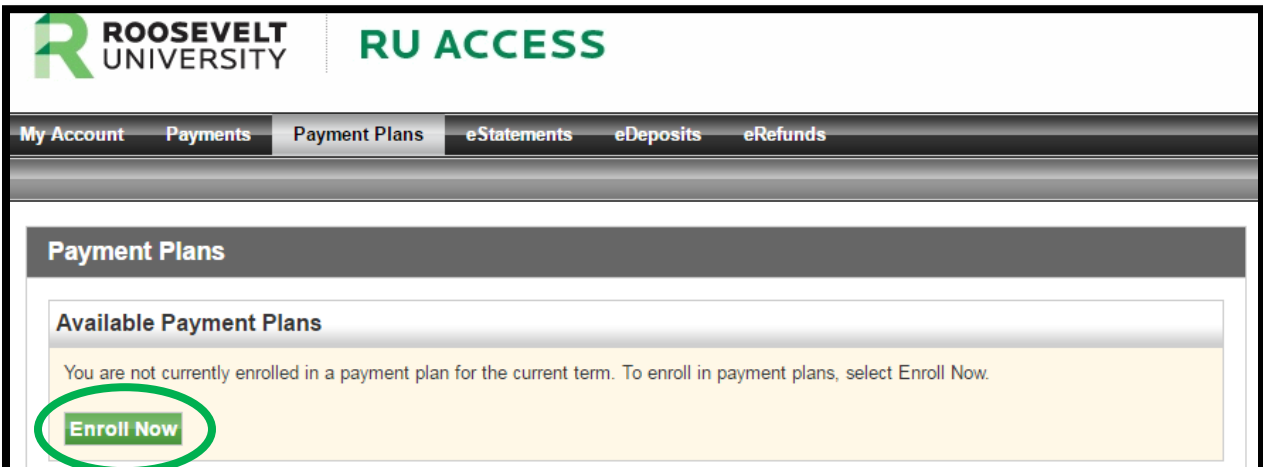
Statements

eBill Statement
You currently do not have any billing statements.

Term Balances

Summer 2017	\$3,045.00
Spring 2017	\$1,179.00

Roosevelt offers a 5-month payment plan option where payments are distributed equally each month. To enroll in this plan, click on "Enroll Now."



ROOSEVELT UNIVERSITY | **RU ACCESS**

My Account | Payments | **Payment Plans** | eStatements | eDeposits | eRefunds

Payment Plans

Available Payment Plans

You are not currently enrolled in a payment plan for the current term. To enroll in payment plans, select Enroll Now.

[Enroll Now](#)

From the drop-down menu, select the term in which you'd like to enroll in a payment plan:

ROOSEVELT UNIVERSITY | **RU ACCESS**

My Account | Payments | **Payment Plans** | eStatements | eDeposits | eRefunds

Account Payment | Payment History

Plan Enrollment

Select Payment Plan | Schedule Payment Plan | Payment Plan Agreement

View available plans for term: Summer 2017 **Select**

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

Review the details of your plan and click "Continue:"

View available plans for term: Summer 2017 **Select**

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

Summer 2017 Payment Plan

Summer tuition is due May 15th. You may enroll in a Summer payment plan and divide the total amount due in two equal installments. The payment plan administration fee is \$45.00. Also, please note that if you choose to pay with a credit card a fee of 2.75% of the transaction will be deducted from your credit card in addition to your charges. Please do not enroll in this plan if you have a prior term balance.

[View full plan description](#)

Summer 2017 Payment Plan Details

Term(s):	Summer 2017
Previous balance term(s):	Pharmacy Spring 201725 , Pharmacy Winter 2017 , Pharmacy Fall , Spring 2017 , Summer 2016 , PharmacySummer 2016 , Fall 2016 , Pharmacy Spring 2016 , Pharmacy Winter 2015 , Spring 2016 , Pharmacy Fall 2015 , Summer 2015 , Fall 2015 , Pharmacy Spring 2015 , Pharmacy Winter 2014 , Pharmacy Summer 2015 , Pharmacy Fall 2014 , Spring 2015 , Summer 2014 , Fall 2014 , Pharmacy Winter 2014 , Pharmacy Spring 2014 , Spring 2014 , Pharmacy Fall 2013 , Pharmacy Spring 2013 , Fall 2013 , Summer 2007 , Spring 2007 , Fall 2006 , Summer 2006 , Spring 2006 , Fall 2005 , Fall 2007 , Spring 2008 , Summer 2009 , Spring 2009 , Fall 2008 , Summer 2013 , Spring 2013 , Summer 2008 , Fall 2009 , Fall 2012 , Summer 2012 , Spring 2012 , Fall 2011 , Summer 2011 , Spring 2011 , Summer 2010 , Fall 2010 , Spring 2010
Enrollment deadline:	5/1/17
Scheduled Payments:	Required
Setup fee:	\$45.00
Minimum down payment:	\$0.00
Number of payments:	3
Payment frequency:	Fixed Dates
Late payment fee:	\$30.00

Continue **Cancel**

Review your charges and credits.

Please note that only authorized authorized aid will be deducted from the amount due at the time of enrollment. Financial aid that has not been finalized will not be deducted until the funds have been processed. Payment plans are updated daily and will recalculate your new monthly payments when additional aid or scholarships are posted to your account.

You are responsible for your payment plan until financial aid posts. Please assure that all financial aid paperwork has been completed to avoid delays.

After completing the review of your account charges and credits, click on “Display Schedule” to review your monthly payments and due dates.

RU ACCESS

My Account | Payments | **Payment Plans** | eStatements | eDeposits | eRefunds

Account Payment | Payment History

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	4,422.00	
Fees	170.00	
Roosevelt Grant		1,500.00
Balance		3,092.00

Down payment:

Display Schedule | Back | Cancel

Take a moment to review your payment schedule. Please know that changes in your enrollment and/or adjustments in your financial aid may increase or decrease your monthly installment amount.

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	3,795.00	
Lab/Course Fee	200.00	
General Fee	125.00	
Previous balance	14,481.46	
Balance		18,601.46

Down payment:

Payment Schedule

Description	Due Date	Amount(\$)
Setup fee	Due now	45.00
Installment 1	5/15/17	6,200.49
Installment 2	6/15/17	6,200.48
Installment 3	7/15/17	6,200.49
Total of installments:		18,601.46
Total fees:		45.00

Continue
Back
Cancel

Select Payment Method

From the drop-down menu below, you can choose to pay by electronic check (checking or savings account) or by credit card via PayPath. Electronic check payments have no processing fee. Credit card payments are charged a 2.85% convenience fee.

The screenshot displays the 'RU ACCESS' portal interface. At the top, the Roosevelt University logo and 'RU ACCESS' are visible. Below the header, a navigation bar includes 'My Account', 'Payments', 'Payment Plans', 'eStatements', 'eDeposits', and 'eRefunds'. Underneath, there are links for 'Account Payment' and 'Payment History'. The main content area is titled 'Plan Enrollment' and contains four tabs: 'Select Payment Plan', 'Schedule Payment Plan', 'Select Payment Method' (which is highlighted in green), and 'Payment Plan Agreement'. Below the tabs, a list of instructions is provided:

- You must pay the plan fees before enrollment can be processed.
- The selected payment method will be used to pay fees due today and all future installments automatically on the date they are due.
- You are responsible for making sure that the payment method remains valid for the duration of this payment plan.
- If installment amounts change (due to new charges or credits), the scheduled payments will adjust accordingly.

The 'Select Payment Method' section features a dropdown menu labeled 'Payment Method' with the text 'Select Payment Method' and a downward arrow. Below the dropdown are three buttons: 'Select', 'Back', and 'Cancel'. A green oval highlights the dropdown menu and the 'Select' button. At the bottom of the page, there is a note: '*Credit card payments are handled through PayPath®, a tuition payment service.' and a section titled '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.'

Should you have any questions regarding payment plan enrollment, please contact Financial Aid Services at fas@roosevelt.edu or 866-421-0935.