



How do I set up the Installment Plan?

AUTHORIZED USERS WILL LOG INTO THIS WEBSITE: https://secure.touchnet.com/C21261_tsa/web/login.jsp

- Using your Purdue career account user name and password, login to **myPurdue** at <https://mypurdue.purdue.edu>.

- Click on the **Bills & Payments** tab.

PURDUE UNIVERSITY | myPurdue

Academics | Registration | **Bills & Payments** | Financial Aid | Banner | Life @ Purdue

Student Account

- View My Balance
- Make a Payment
- Setup Authorized Users
- Setup e-Refund Account
- Account Summary
- Account Detail
- Title IV Authorization
- 1098T Tax Notification
- International Payment Service
- Order Account Statement

Enrollment Confirmation

Confirm your enrollment for the coming semester
This step is *required* to avoid being canceled. Students are not fully confirmed until their balance due is paid in full.

Financial Resources

- Student Job Postings
- Internship Resources
- Professional Practice/Co-Op Information
- Financial Planning Cash Course
- Tuition Refund Policy for Withdrawing Students

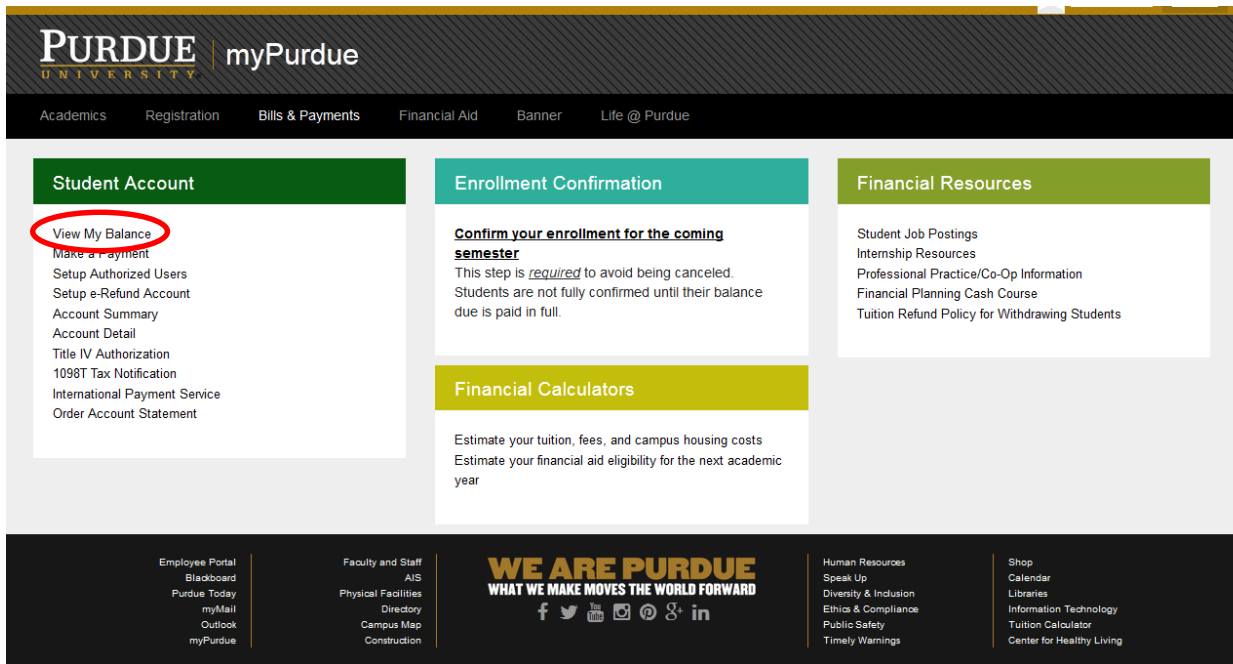
Financial Calculators

Estimate your tuition, fees, and campus housing costs
Estimate your financial aid eligibility for the next academic year

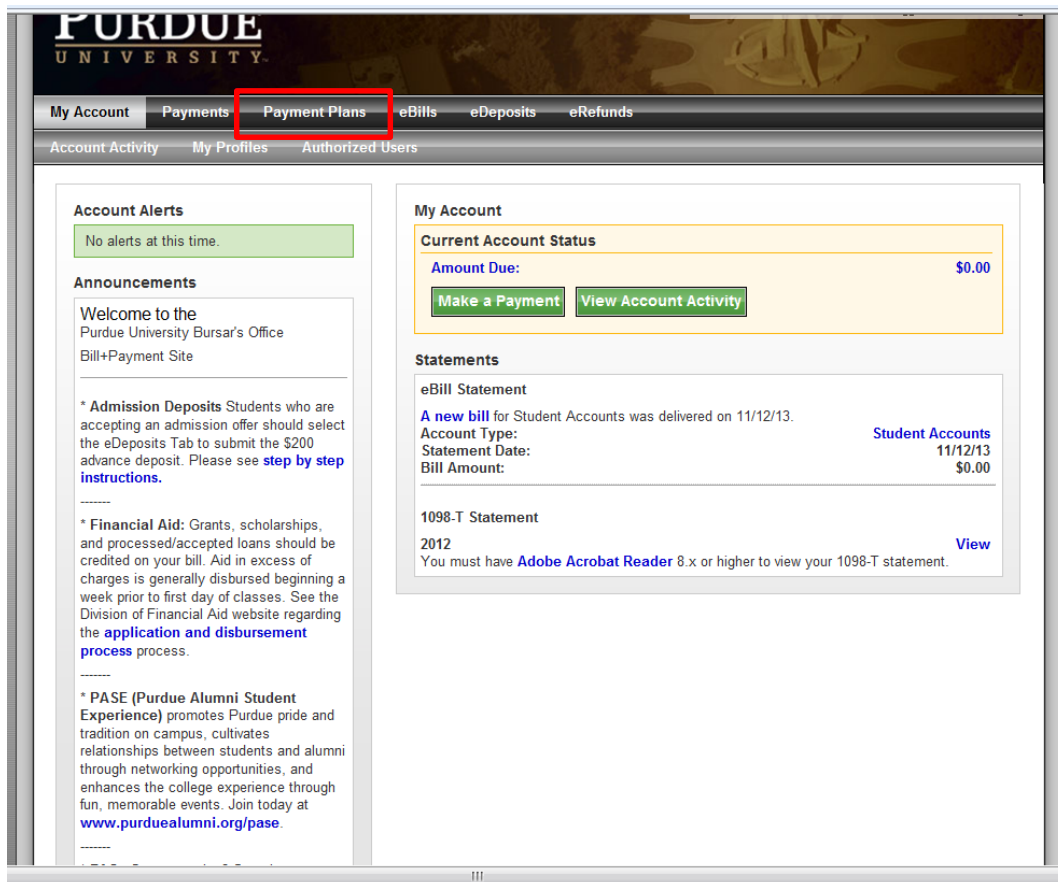
WE ARE PURDUE
WHAT WE MAKE MOVES THE WORLD FORWARD

Employee Portal | Faculty and Staff | Human Resources | Shop
Blackboard | AIS | Speak Up | Calendar
Purdue Today | Physical Facilities | Diversity & Inclusion | Libraries
myMail | Directory | Ethics & Compliance | Information Technology
Outlook | Campus Map | Public Safety | Tuition Calculator
myPurdue | Construction | Timely Warnings | Center for Healthy Living

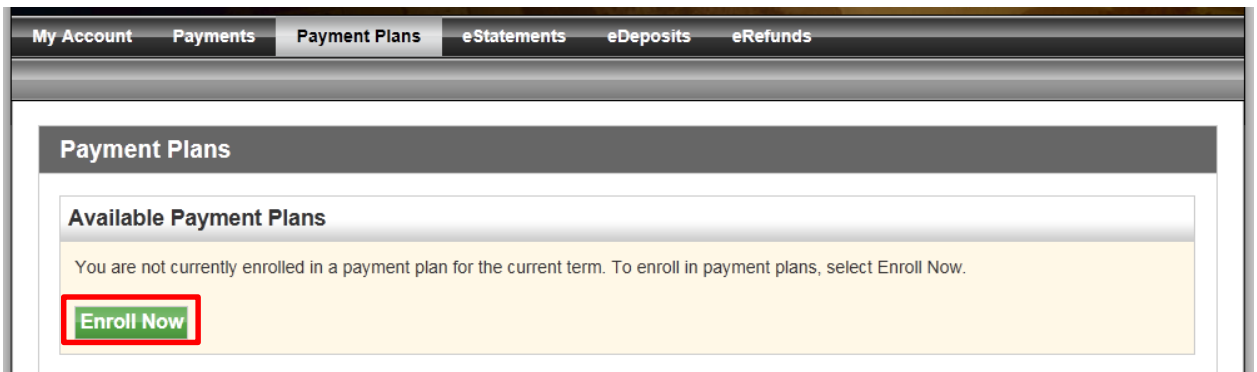
- Click on the **View My Balance** tab.



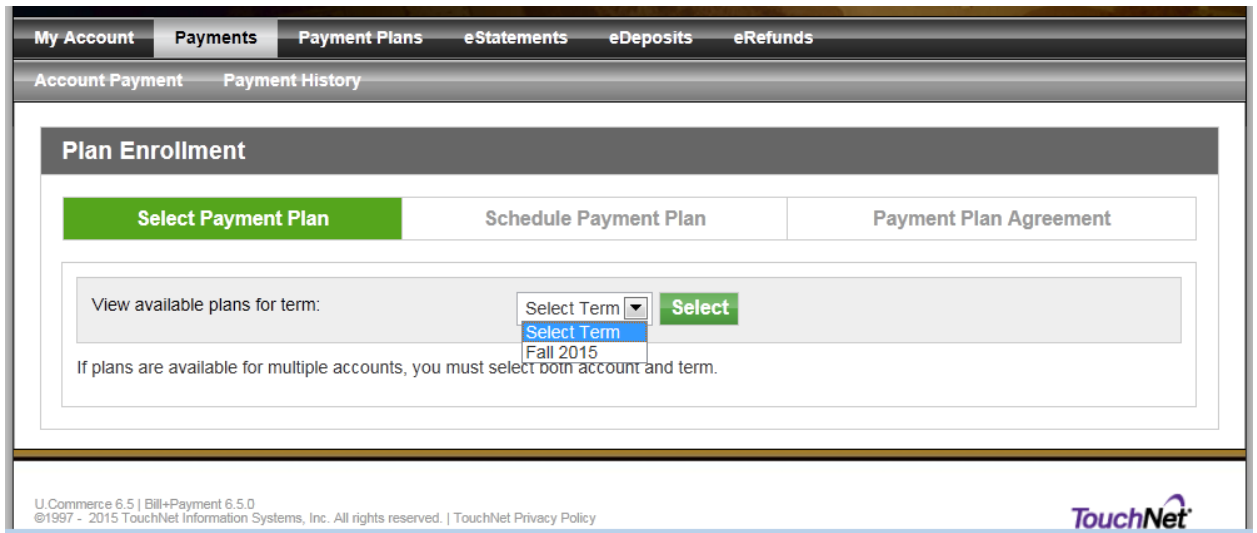
- The TouchNet payment portal will open.
- Click on the “Payment Plans” tab



- Click "Enroll Now"



- Use the dropdown box to select the Term



- Click "Continue." The terms of the installment plan agreement will show.

Plan Enrollment

Select Payment Plan
Schedule Payment Plan
Payment Plan Agreement

View Payment Plans for Term: Spring 2014 Select

Spring 2014
 Installment Plan - Provide four installments over the course of the term, including all fees and contracted residence hall charges. Interest Rate is 8.0% Late Fee is 17.50 per late installment. Minimum of \$200 to enroll. Down payment due by 01/13/2014 1st Due Date 02/10/14 2nd Due Date 3/10/14 3rd Due Date 4/7/14

Spring 2014 Details

Term(s):	Spring 2014
Previous balance term(s):	Fall 2008 , Spring 2009 , Spring 2008 , Summer 2009 , Fall 2009 , Boiler Gold Rush '09 , Fall 2010 , Spring 2010 , Summer 2010 , Boiler Gold Rush '10 , Spring 2011 , Summer 2011 , Fall 2011 , Boiler Gold Rush '11 , Spring 2012 , Summer 2012 , Fall 2012 , Boiler Gold Rush '12 , Spring 2013 , Boiler Gold Rush '13 , Summer 2013
Enrollment deadline:	1/13/14
Scheduled payments:	Optional
Setup fee:	\$0.00
Annual interest rate:	8.00%
Minimum down payment:	25.00%
Number of payments:	3
Payment frequency:	Fixed Dates
Late payment fee:	\$17.50

Continue
Cancel

- Click "Display Payment Schedule"

UNIVERSITY

My Account
Payments
Payment Plans
eBills
eDeposits
eRefunds

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(\$)	Down Payment(\$)
Tuition	4,874.00		
Annual interest rate	8.0%		
Down payment			1218.50

Display Payment Schedule
Previous Step
Cancel

- Select whether you want payments to be automatically paid on your behalf on the due date or not, then click 'Continue'

Description	Charges(\$)	Credits(\$)	Down Payment(\$)
Tuition	4,874.00		
Interest amount (8.0%) (amount assumes timely payment of all installments)	44.80		
Down payment			1218.50

Recalculate Payment Schedule

Payment Schedule			
Description	Due Date	Amount Paid(\$)	Amount Due(\$)
Down Payment	Due now	0.00	1,218.50
1st installment	2/10/14	0.00	1,233.43
2nd installment	3/10/14	0.00	1,233.43
3rd installment	4/7/14	0.00	1,233.44
Total amount paid:			0.00
Total of installments:			3,700.30
Interest included in installments			44.80
Total due now:			1,218.50

Set up Automatic Payments
Would you like to set up payments to be made automatically on the dates shown above?

Yes, I want to set up my payments. Let me choose the payment method that will automatically be used to make a payment on each due date.

No, I don't want to set up payments. I will come back and make each payment on or before the due date.

Continue **Previous Step** **Cancel**

Here is the payment schedule
– due dates
– amounts due

- Select Payment method for making the down payment amount due to set up the Installment Plan.
** Note: if you setup Automatic Payments on previous screen, you cannot schedule payments using a Credit Card, they must be payments from a Checking or Savings Account.

Plan Enrollment

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

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/savings)
- 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.

- Fill in Payment information, then click 'Continue'
 - If using a Checking or Savings Account, you can designate to save the payment option, as well as set this account as a refund option on this screen.

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

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

New Electronic Check (checking/savings) ▾

Select

* 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.

Personal accounts only. No corporate accounts, i.e. credit cards, home equity, traveler's checks, etc.
Do NOT enter debit card number. Enter the complete routing number and bank account number. The illustration shown is only an example to show where to find the routing number and bank account number on a personal check.

*Account type: Checking ▾

*Routing number: 074901009
[\(View example\)](#)

*Account number: 123456

*Confirm account number: ●●●●●

*Name on account: Checking Account

Refund Options
Only ONE account can be designated to receive refunds.

Check here if you would like refunds to be deposited into this account.

Option to Save

Save this payment method for future use

Save payment method as: Checking Account
(e.g. Primary Checking)

Continue **Cancel**

- Review Payment Plan Agreement

Plan Enrollment

By agreeing and continuing, you will also be submitting a payment today of \$1,218.50 as a part of your enrollment.

Select Payment Plan	Schedule Payment Plan	Select Payment Method	Payment Plan Agreement	Payment Agreement
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Please read the following agreement carefully before you continue.

I, **Purdue Pete** hereby agree and promise to pay the balance deferred as stated in this agreement in 3 installment payments on or before the due date specified for each installment. I further understand that by accepting the installment plan I am accepting an extension of credit by Purdue University. I understand that **INSTALLMENT AMOUNTS MAY CHANGE** over time to account for any new charges, payments, or financial aid adjustments, and further understand that I may remain obligated to make payment regardless of enrollment status at Purdue University or utilization of goods or services represented herein. I agree to pay interest charges of 8.00% (ANNUAL INTEREST RATE), until the balance owed is paid in full. I understand that a \$17.50 late fee will be assessed for each installment payment that is not received within ten (10) days of the due date. I also understand that failure to meet the terms of this agreement may entitle **Purdue University** to (1) declare the full balance, interest and late fees immediately due and payable, (2) refuse subsequent registration for any classes and/or drop current classes (3) deny future enrollment in any payment plan, and (4) withhold grades, diplomas, or transcripts from being released until payment of all amounts owing under this agreement. I agree that Purdue University shall be entitled to attorney fees, legal expenses, and other collection costs if I fail to timely make payment.

Payments shall be due as set forth below:

1st Installment in the amount of **\$1,233.43 due on 2/10/14.**

2nd Installment in the amount of **\$1,233.43 due on 3/10/14.**

3rd Installment in the amount of **\$1,233.44 due on 4/7/14.**

This agreement is dated Wednesday, November 13, 2013.

For fraud detection purposes, your internet address has been logged:

128.210.194.78 at 11/13/13 1:38:12 PM CST

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.

FEDERAL TRUTH-IN-LENDING DISCLOSURE STATEMENT

Creditor: Purdue University

Annual Percentage Rate	Finance Charge	Amount Financed	Total of Payments	Total Sale Price
The cost of your credit as a yearly rate.	The dollar amount the credit will cost you.	The amount of credit provided to you or on your behalf.	The amount you will have paid after you have made all payments as scheduled.	The total cost of your purchase on credit including your down payment of:
8.00%	\$44.80	\$3,655.50	\$3,700.30	\$1,218.50
				\$4,918.80

PAYMENT: Your payment schedule will be:

1st Installment in the amount of **\$1,233.43 due on 2/10/14.**

2nd Installment in the amount of **\$1,233.43 due on 3/10/14.**

3rd Installment in the amount of **\$1,233.44 due on 4/7/14.**

ITEMIZATION: 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. All proceeds will be applied to your account to pay Eligible Chargers you owe Purdue University.

LATE CHARGE: If payment is more than ten (10) days late, you will be charged \$17.50.

PREPAYMENT: If you pay your plan off early, you will not have to pay a penalty. You will be credited part of the Annual Percentage Rate.

See your contract documents for additional information about nonpayment, default, any required repayment in full before the scheduled date and prepayment refund and penalties.

To revoke this authorization agreement you must contact epayquestions@purdue.edu.

Print and retain a copy of this Agreement and this disclosure. The undersigned acknowledge receipt of a complete copy of this disclosure.

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

I Agree

[Continue](#) [View Worksheet](#) [Print Agreement](#) [Previous Step](#) [Cancel](#)

- You can 'View Worksheet,' 'Print Agreement'
- Next, click 'I Agree' and 'Continue'

To revoke this authorization agreement you must contact: enavquestions@purdue.edu.

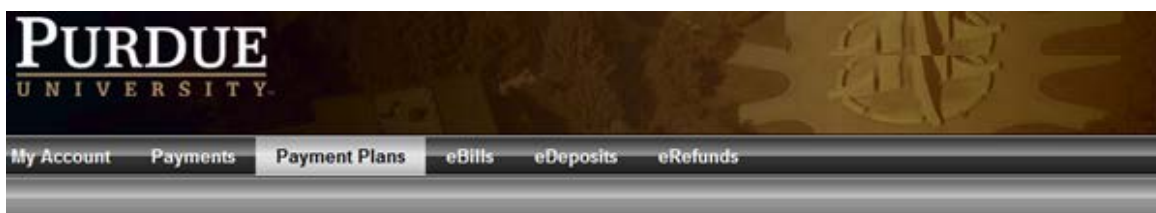
Print and retain a copy of this Agreement and this disclosure. The undersigned acknowledge receipt of a complete copy of this disclosure.

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

I Agree

[Continue](#) [View Worksheet](#) [Print Agreement](#) [Previous Step](#) [Cancel](#)

- Agree to the terms for making an electronic payment by clicking 'I agree to the above terms and conditions'
- 'Print Agreement' and 'Continue'



Plan Enrollment

[Select Payment Plan](#) [Schedule Payment Plan](#) [Payment Plan Agreement](#) [Payment Agreement](#)

I hereby authorize **Purdue University** to initiate debit or credit entries to my Depository according to the terms below, and for my Depository to debit or credit the same to such account. In the event that this electronic payment is returned unpaid for any reason, I understand that a **\$25.00** return fee will be added to my student account.

Name: **Checking Acct**
 Address:
 Depository:
 LAFAYETTE BK TR CO
 PO BOX 549
 DALEVILLE, IN 47334
 Routing Number: 074901009
 Account Number: xxx456

This agreement is dated Wednesday, November 13, 2013.
 For fraud detection purposes, your internet address has been logged: 128.210.194.78 at 11/13/13 1:59:10 PM CST

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: enavquestions@purdue.edu

I agree to the above terms and conditions.

[Print Agreement](#) [Continue](#) [Previous Step](#) [Cancel](#)

Log Out of TouchNet

- When you are finished conducting business in TouchNet, click on the **Log Out** link in the upper right hand corner of the screen.



Important Information | Ask for Help [Log Out](#)
 Logged in as: **Imogene A. Student**