

Tuition Payment by Credit Card

Office of Technology

Bloomsburg University of PA

March 2011

Paying Tuition by Credit Card

Tuition payments can be made online using a credit card. Please login to the student information system to make a payment.



There is a service fee for paying by credit card.

Signing In to ISIS

You access ISIS through a browser. ISIS is located at:

1. <http://www.bloomu.edu>
2. Click **Current Students**
3. Click **ISIS** under **Network Tools**
4. Click **Login**
5. Type your **HuskyID** and **Password**

Your HuskyID is the ID you use to login to the network and is also known as your BUAD login, network login, or email login.

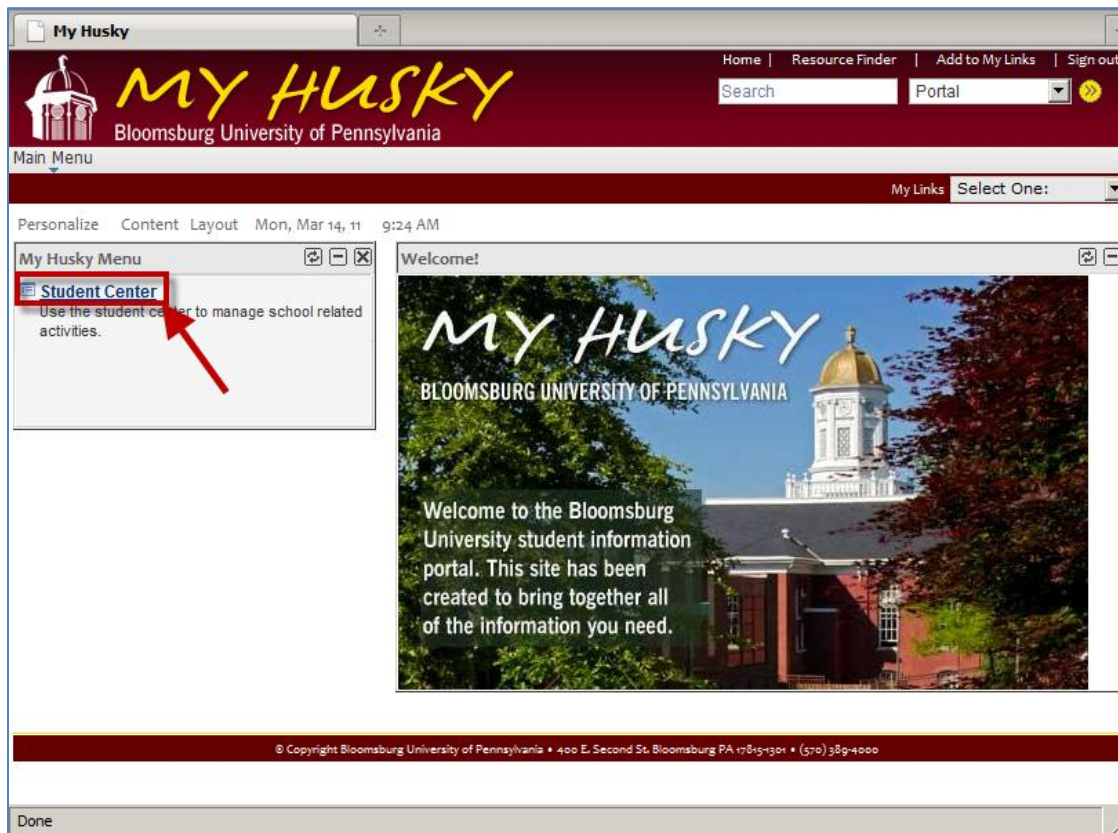


If you have forgotten your HuskyID password, contact the Help Desk at 389-HELP (4357) or use the Reset password option at <https://reset.bloomu.edu/reset/>. This will reset your password for access to campus computers and BOLT.

6. Click **Sign In** or press the Enter key

Student Center

You will access the **Student Center** to view the **Finances** area.



1. Click **Student Center**

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The screenshot shows the My Husky Student Center interface for Bloomsburg University of Pennsylvania. The top navigation bar includes links for Home, Resource Finder, Add to My Links, and Sign out. A search bar and a Portal dropdown menu are also present. The main content area is titled "John's Student Center" and features several sections: Academics, Finances, Holds, To Do List, Enrollment Dates, Advisor, and News and Info. The Finances section is highlighted with an orange border and contains a "My Account" summary. The summary shows a balance of \$3,627.75, with a breakdown of Due Now (0.00) and Future Due (3,627.75). A red arrow points to the "make a payment" button, which is highlighted with a red box. The browser's address bar shows "Done".



You may need to expand the Finances area by clicking the green arrow to the left of Finances.

2. Click **make a payment**

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Student Center

Home | Resource Finder | Add to My Links | Sign out

Search Portal

Main Menu > Self Service > Student Center

My Links Select One:

John Blew go to ...

Account Inquiry Electronic Payments/Purchases Account Services

Make a Payment

Specify Payment Amount

Listed below are the charges you are allowed to pay online. Your other charges can be paid through the Cashiers office or mailed in separately.

Description	Outstanding Charges	Payment Amount
	3,627.75	500.00

Currency used is US Dollar.

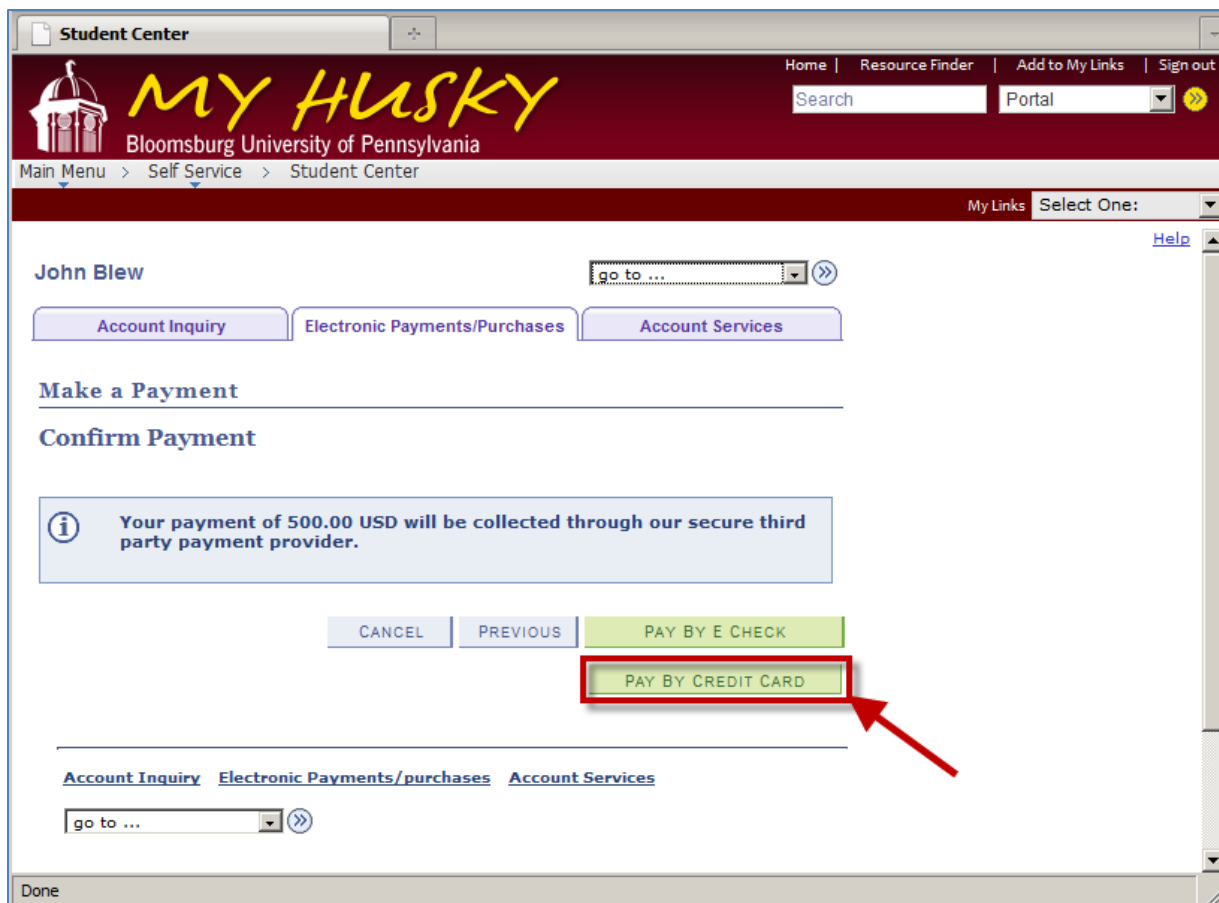
CANCEL NEXT

My Charges

Done

3. Enter the amount you would like to pay in the **Payment Amount** field
4. Click **Next**

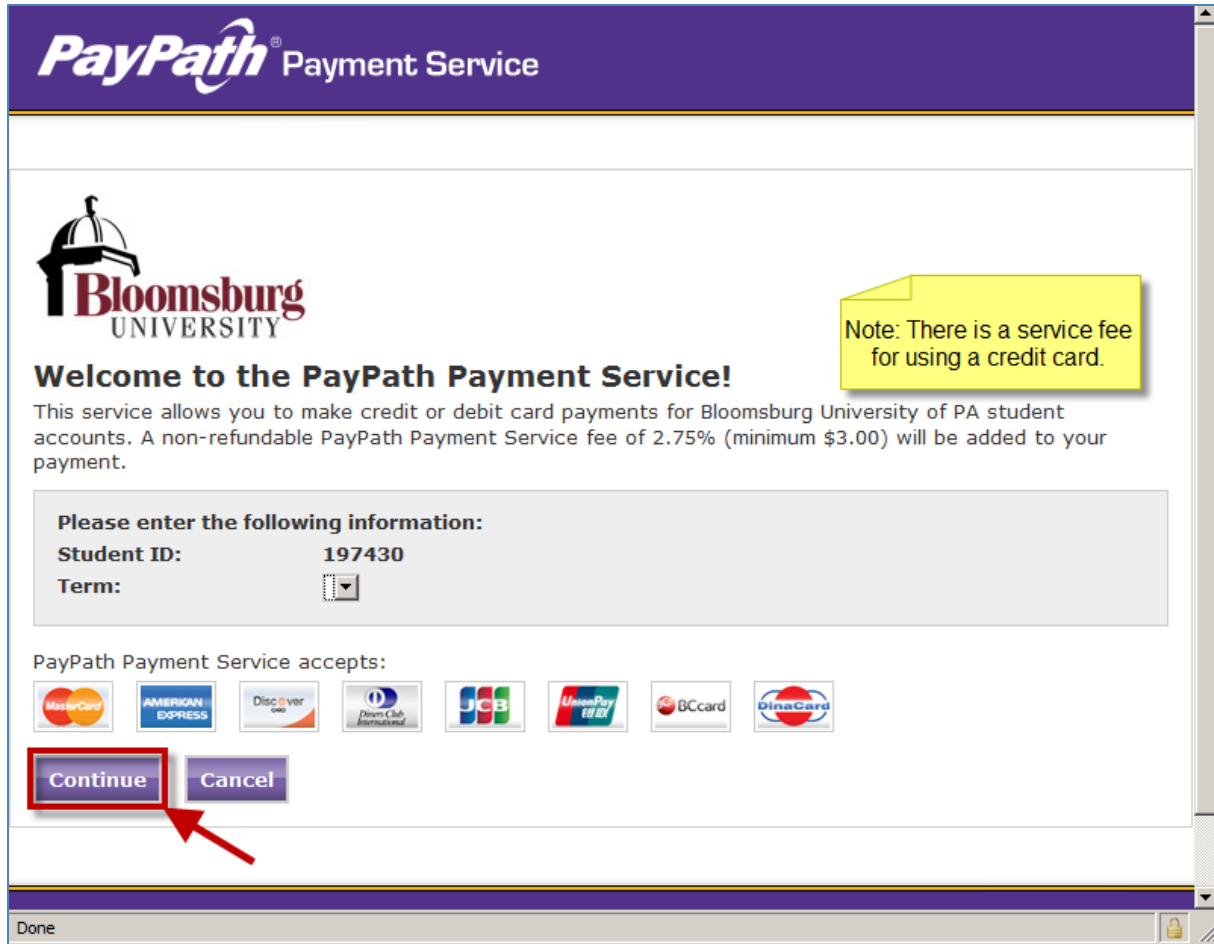
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5. Click **Pay By Credit Card**



Depending on your browser settings, PayPath may open in a new window or in a new tab.



Please review the service fee.

6. Click **Continue**

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PayPath Payment Amount - Mozilla Firefox

TouchNet Information Systems, Inc. (US) https://paypath.touchnet.com/p50/web/payamtinfo.jsp

PayPath Payment Service

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

Payment Amount Information

In addition to the amount paid to Bloomsburg University of PA, a non-refundable PayPath Payment Service fee of 2.75% (minimum \$3.00) will be added to your payment.

Payment amount: (Example: 1234.56)

Verify the amount you want to pay and click Continue.

© 2004-2009 TouchNet Information Systems, Inc. | Privacy Policy | Security Policy
PayPath and TouchNet are registered trademarks of TouchNet Information Systems, Inc.
Contact Information | Phone: 570-389-4013 | Contact email: bursar@bloomu.edu

TouchNet POWERED

Done

7. Verify the amount in the **Payment amount** field. You may change this amount if you need.
8. Click **Continue**

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PayPath Payment Card Information - Mozilla Firefox

TouchNet Information Systems, Inc. (US) https://paypath.touchnet.com/p50/web/creditcardinfo.jsp

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

Payment Card Information

PayPath Payment Service accepts:

MasterCard AMERICAN EXPRESS Discover CARD Diners Club International JCB UnionPay U.S.B.C. BCard DinersCard

Complete all the fields with a * red asterisk.

***Indicates required fields**

*Name on card:

*Card type: MasterCard

*Card account number:

*Card expiration date: 03 2012

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

Billing Address

Check if address is outside of the United States:

*Billing address:

*City:

*State: Pennsylvania (PA)

*Zip code:

*Email address:

*Confirm email address:

Phone number:

You will have the opportunity to review this transaction before being submitted.

Continue **Cancel**

9. Complete all of the fields with a * red asterisk.



The card security code is a 3-digit code for most credit cards. American Express uses a 4-digit code.

10. Click **Continue**

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PayPath Confirmation and Submission - Mozilla Firefox

TouchNet Information Systems, Inc. (US) https://paypath.touchnet.com/p50/web/confirmation.jsp

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

Review Details and Submit Payment

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

Payment to Bloomsburg University of PA:	\$500.00
PayPath Payment Service fee:	\$13.75
Total payment amount:	\$513.75

School name: Bloomsburg University of PA
Student ID: xx7430
Payer name: John M Student
Billing address: 22 Poplar St
Billing city: Blossburg
Billing state: PA
Billing postal code: 12345
Email address: jcb17206@huskies.bloomu.edu
Phone number: Not supplied
Card number: xxxxxxxxxxxx5454
Browser internet address: 148.137.185.193

Verify the information.

Terms and Conditions

I hereby authorize charges totaling \$513.75 via my credit/debit card. I understand that a PayPath Payment Service fee of \$13.75 will be charged to my credit/debit card and is not refundable under any circumstances.

I agree to the terms and conditions.

Note: There is a service fee for using a credit card.

Submit Payment Change Information Cancel

Done

11. Verify the information you entered
12. Read the **Terms and Conditions**
 - The service fee amount is calculated for you.
13. Click the checkbox next to **I agree to the terms and conditions**
14. Click **Submit Payment**

You will receive a confirmation screen with a receipt. Please print for your records.