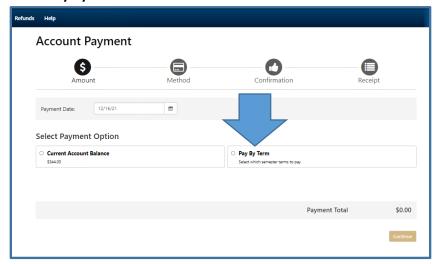
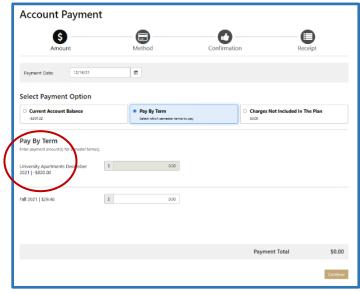


NOTE: Rent is charged on the 1st of each month. If you need to pay before rent is charged, you can pay at the cashier window at SFS Front Desk. (*Cash or check payments only.*)

- Login to <u>TouchNet</u> using your AU login & password.
 - Authorized Users login from the <u>Authorized User</u> portal
- Select Make Payment
- Select Pay By Term



• Look for "University Apartments" next to the payment amount box. If you don't see University Apartments, you're not paying housing.



- Click Continue
- Select Method
 - o Have a US bank account? Pay by electronic check with no charge.
 - Credit card payments will incur a 2.85% convenience fee.
 - US bank transfers available through TransferMate and Flywire.
 - Foreign payments available through TransferMate or Flywire
 - <u>TransferMate</u> explained at andrews.edu/sfs. Select Pay Online
 - Flywire explained at andrews.edu/sfs. Select Pay Online
- Click Continue

- Enter account information
- Would you like to save this payment method for future use?
 - o Check save and name method (checking, credit card, Mom's MC, etc)
- Refund Options
 - o Compete the two step verification process to save this account for refunding purposes.
- Click Continue
- Read and accept Terms & Conditions
- Print receipt if desired.
- Log out
- Complete list and comparison of <u>Payment Options</u> available at andrews.edu/sfs.