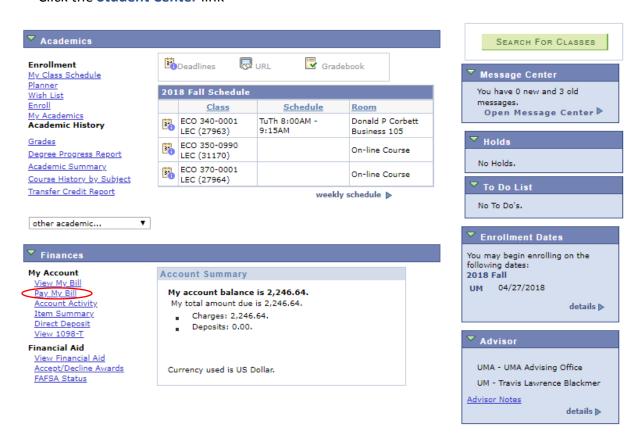
Establishing a Payment Plan as a Student



- From the MaineStreet portal, click the Student Self-Service link
- Click the Student Center link



In the finances section of the Student Center, select the Pay My Bill link

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Account Inquiry			Account Services		
summary		activity	it	tem summary by term	
					Help ?

Account Summary

You owe 2,246.64.	For the breakdown, access	Charges Due by Due Date
 Due Now 	0.00	
 Future Due 	2,246.64	

What I Owe					
Campus	Term	Outstanding Charges & Deposits	Due	Pending Financial Aid	Total Due
The University of Maine	2018 Fall	2,246.64		1,125.00	1,121.64
The University of Maine	2019 Spring			1,125.00	
Total		2,246.64		2,250.00	1,121.64
Currency used is	US Dollar.		V	IEW BILL/PAYME	NT OPTIONS
▶ Remittance	Addresses				

Select the View Bill/Payment Options button

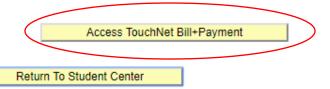
Select the button below to open TouchNet®'s Bill+Payment Suite in a new window.

Note: Disable your pop-up blockers prior to selecting the button.

In the Bill+Payment Suite you can:

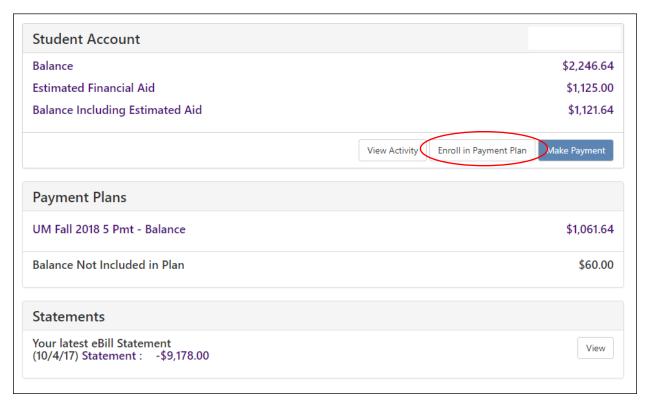
- · View your account activity, including your account balance
- View your bill
- · Pay online using a credit card or electronic check
- Enroll in a payment plan (available at some campuses)
- · Authorize others to make payments for you

You do not need to log in again when accessing the TouchNet® Bill+Payment Suite from MaineStreet. If you encounter a TouchNet login page, you may need to clear your browser's cache (temporary Internet files) and/or restart your browser and begin again by logging into MaineStreet.

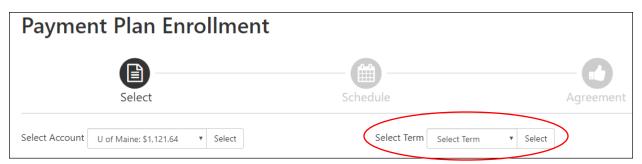


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Select the Access TouchNet Bill+Payment button



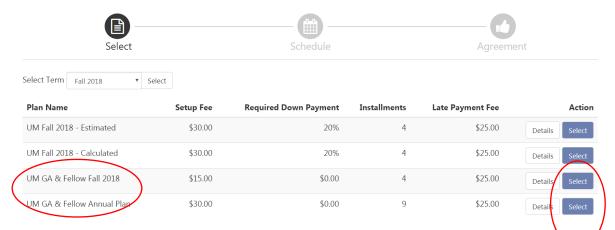
- The **Student Account** menu displays your current account balance, any anticipated aid and the remaining amount that can be enrolled in a payment plan
- The Payment Plans menu displays any payment plans that you are or were enrolled in.
 To see the details of a payment plan simply select the Payment Plan name (e.g. UM FALL 2018 5 Pmt Balance)
- To enroll in a payment plan, select the **Enroll in Payment Plan** button



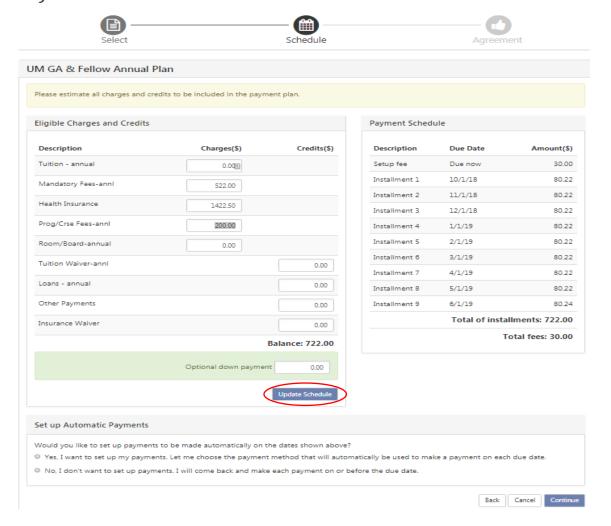
- Select your UMaine account under the Select Account window
- Select the appropriate term under the Select Term window for your payment plan then select the Select button to the right of the Term window

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Payment Plan Enrollment



Under the Action column, select the Select button next to the type of payment plan that
you want to enroll in; Fall Only or Annual
Payment Plan Enrollment



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UM GA & Fellow Annual Plan Please estimate all charges and credits to be included in the payment plan. **Eligible Charges and Credits** Description Charges(\$) Credits(\$) Tuition - annual ED0.0 Mandatory Fees-anni 522.00 Health Insurance 1422.50 Prog/Crse Fees-annl 200.00 Room/Board-annual 0.00 Tuition Waiver-annl 0.00 Loans - annual 0.00 Other Payments 0.00

Payment Sched	ule	
Description	Due Date	Amount(\$)
Setup fee	Due now	30.00
Installment 1	10/1/18	238.28
Installment 2	11/1/18	238.28
Installment 3	12/1/18	238.28
Installment 4	1/1/19	238.28
Installment 5	2/1/19	238.28
Installment 6	3/1/19	238.28
Installment 7	4/1/19	238.28
Installment 8	5/1/19	238.28
Installment 9	6/1/19	238.26
	Total of install	ments: 2,144.50
	Т	otal fees: 30.00

 The scheduled installment amounts can be seen under the Payment Schedule menu on the right-hand side of your screen

0.00

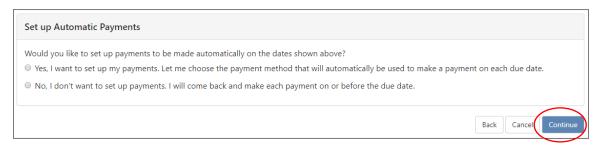
Balance: 2,144.50

Payment Sched	ule	
Description	Due Date	Amount(\$)
Setup fee	Due now	30.00
Installment 1	10/1/18	238.28
Installment 2	11/1/18	238.28
Installment 3	12/1/18	238.28
Installment 4	1/1/19	238.28
Installment 5	2/1/19	238.28
Installment 6	3/1/19	238.28
Installment 7	4/1/19	238.28
Installment 8	5/1/19	238.28
Installment 9	6/1/19	238.26
	Total of installn	nents: 2,144.50
	Total fees: 30.0	

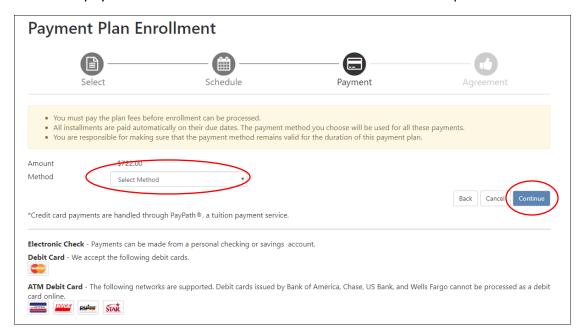
Insurance Waiver

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• You will notice that you have either a \$30.00 or \$15.00 set-up fee charge, depending on the payment plan you select, and then either 4 or 9 equal installment payment amounts



 At the bottom of your screen select whether you would like to set-up automatic scheduled payments or not and then select the Continue button to proceed



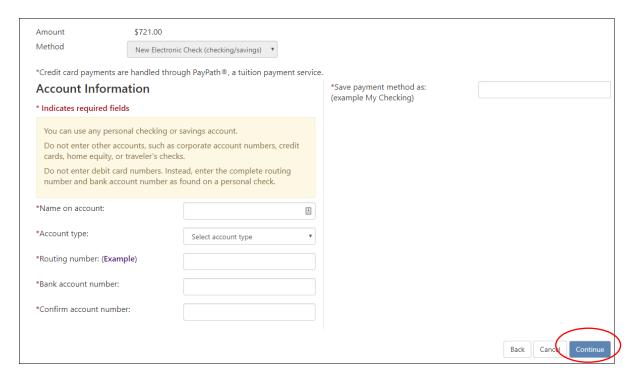
 Next, select which payment method you would like to use to pay your set-up fee. Choices are: Electronic Check/ACH or Credit Card

Keep in mind that credit card transactions will incur a 2.85% convenience fee

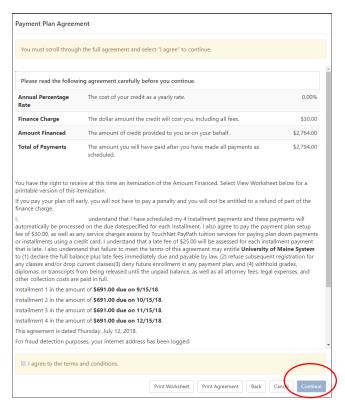
Select Continue button once complete

Electronic Check

• Enter your payment method details then select Continue button



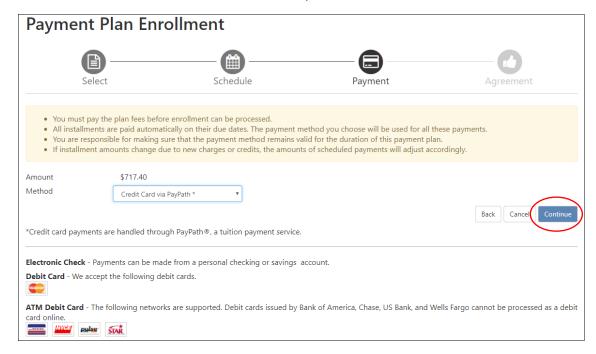
Agree to the terms and conditions then select Continue button



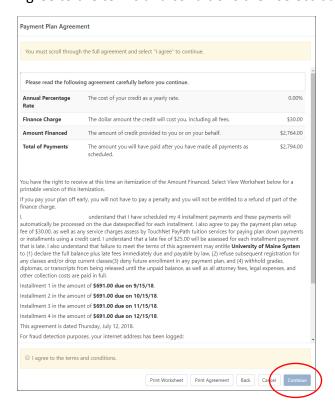
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Credit Card

• Under Method, select Credit Card via PayPath

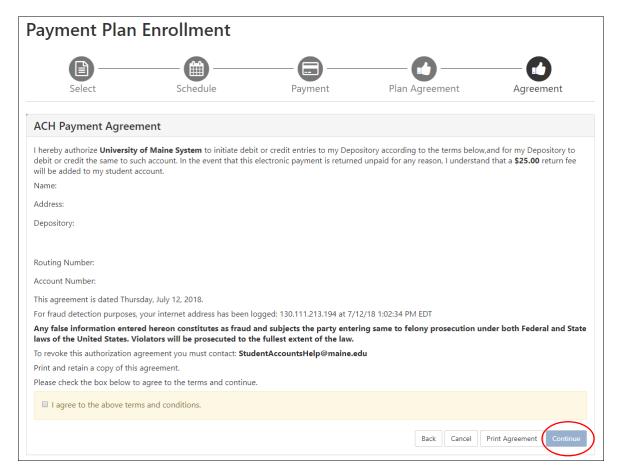


Agree to the terms and conditions then select Continue button



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 You will then be prompted through the PayPath Payment service to initiate a credit card payment



- You'll be prompted again to agree to the terms and conditions of the Payment Agreement, then select the Continue button
- You'll receive a Payment Confirmation/Receipt that you can print for your records