



TOUCHNET DEPOSIT PAYMENTS

Make Deposit Payments using SC STATE UNIVERSITY'S TouchNet Payment System

- I. How do I receive my Student Account Information?
 - a. Go to www.scsu.edu
 - b. Click "**Bulldog Connection**" and then Click "**New Students**"
 - c. Enter the following information:
 - First Name, Last Name, Pin (Last four digits of your SSN), Birthdate (MM/DD/YYYY). Click "**Get Network Information**"
 - You will receive your:
 - Username, Password, Email Address, Banner ID # (Student ID Number)

Using your SCSU Username and Password, log into SCSU Apps to make your Deposit Payment.

- II. How do I log into SCSU APPS PORTAL?
 - a. Go to www.scsu.edu, Click "**Current Students**," Click "**SCSU Apps**".
 - b. Enter your "**Username**" and "**Password**," click "**Login**".
 - c. After logging in, Click "**TouchNet**".
 - d. From the home page in the **TouchNet Student Account Suite**, Click "**Deposits**" from the **Menu**.
 - e. From the **Deposit Payment Screen**, Select the "**Term**" for which you are making the deposit payment for, from drop down menu.
 - f. Click "**Select**". Next, Select the "**Deposit Payment**" from drop down menu (i.e. Enrollment Fee Payment) and Click "**Select**".
 - g. Verify the **Deposit Name, Deposit Description, Term, and Payment Amount** and Click "**Continue**".
 - h. Select "**Payment Method** (Visa, MasterCard, American Express) from Drop Down Menu and Click "**Continue**".
 - i. Enter the **Credit Card Number** and Click "**Continue**".
 - j. Enter the "**Name on Card, Card Expiration Date, Card Verification Value**", Choose your "**Option to Save**" the Payment Card Information and Click "**Continue**". *If you check the checkbox to save the payment method, your payment method will be saved and may be used again for future payments. If you choose not to save it, the account information will need to be re-entered each time you make a payment.



- k. Review the Transaction Details. To make changes, Click **“Back”** or Click **“Cancel”** to terminate the process. Click **“Submit Payment”** to make payment. You will receive a confirmation Email at your SCSU Email Address. If you would like a printed copy of your confirmation, Click **“Print”**.
- l. Logout of your account by clicking **“Logout”** in the top right corner.

*****FOR ASSISTANCE*****

For Assistance with Making Deposit Payments or with your Student Account:

Contact: Accounts Receivable

(803) 536-8550

For Assistance with your username and/or password,

Contact the Help Desk at 803.536.8111 or send an Email: helpme@scsu.edu
