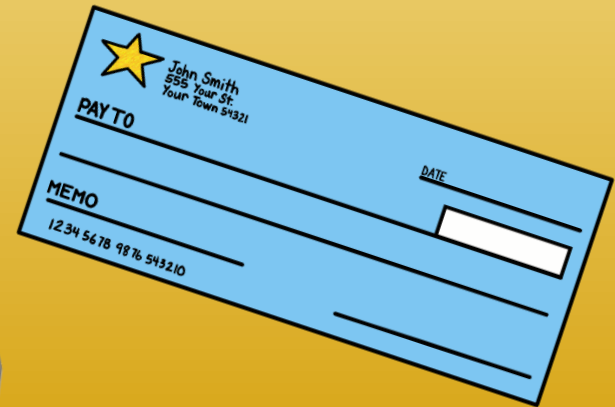


How To Pay Your Student's Bill



Online Bill Payment Options

Credit Card

Credit Card Payment Accepted Only
On The Web

TCNJ Accepts



Our credit card processor charges a **2.45%** convenience fee (as of Spring 2016) and accepts Visa, MasterCard, Discover, and American Express

E-Check

The funds can be debited from a U.S. checking or savings bank account in U.S. dollars.

Please make sure you have your routing and checking account number readily available to complete the transaction

A sample check form from Union Bank of California. The payee is THOMAS B. ANDERSON and MARY ANDERSON, 123 Mt. Pleasant Rd., Anytown, USA 12345. The check number is 1001. The amount is \$ [redacted]. The routing number is 221000497 and the account number is 234567890. The check number is 1001. The form is labeled "SAMPLE".

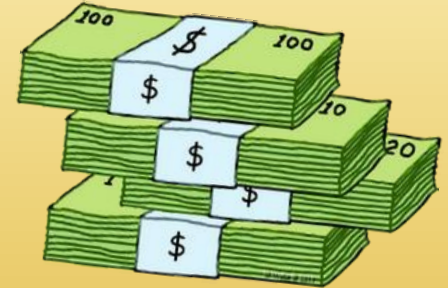
1. Routing Number 2. Account Number 3. Check Number

*****Checks drawn off of credit line accounts (money market checks or home equity checks) are not accepted online.*****

Payment In Person & By Mail



- You may pay with
- Cash (in-person only)
 - Check
 - Money Order



Checks shall be made payable to **The College of New Jersey**
Payment by check or money order can be sent to our bank's lock box:

The College of New Jersey
Office of Student Accounts
P.O. Box 781791
Philadelphia, PA 19178-1791

NOTE: Payments by mail may take up to **10 business days** to post to a students account.

The student's name and TCNJ PAWS ID number should appear on the check.

Private Scholarships



***PLEASE DO NOT SEND SCHOLARSHIPS TO THE
PHILADELPHIA ADDRESS***

They can be sent directly to our office address:

**The College of New Jersey
Office of Student Accounts**

P.O. Box 7718

Ewing, NJ 08628-0718



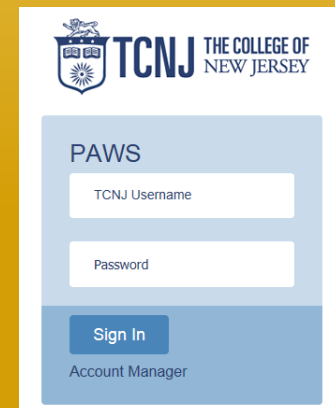
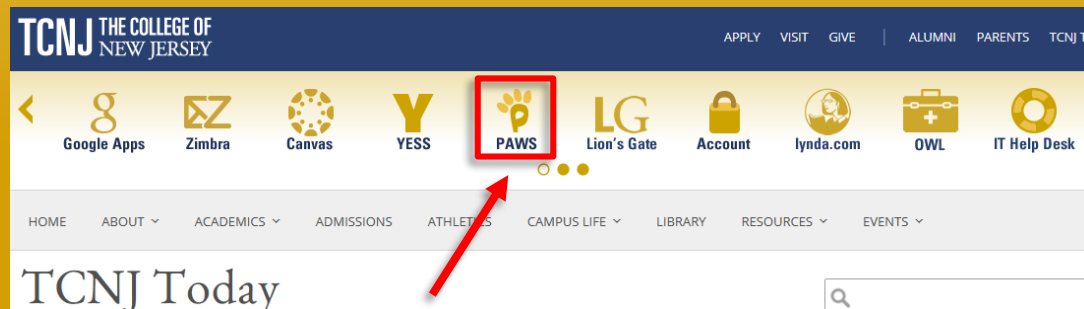
How To Pay Your Student's Bill - Online



- Visit the TCNJ Today homepage
 - <http://today.tcnj.edu/>
- Click on the PAWS Icon in the top center of the menu bar
 - Login with your Authorized User username and password (this is **NOT** your PIN)

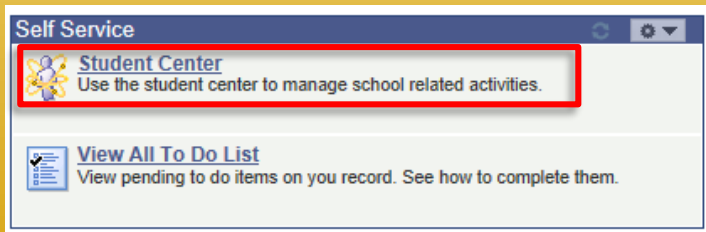
Be sure that the username is in all CAPS

If you don't know your password, your student will need to reset it through their PAWS account



How To Pay Your Student's Bill - Online

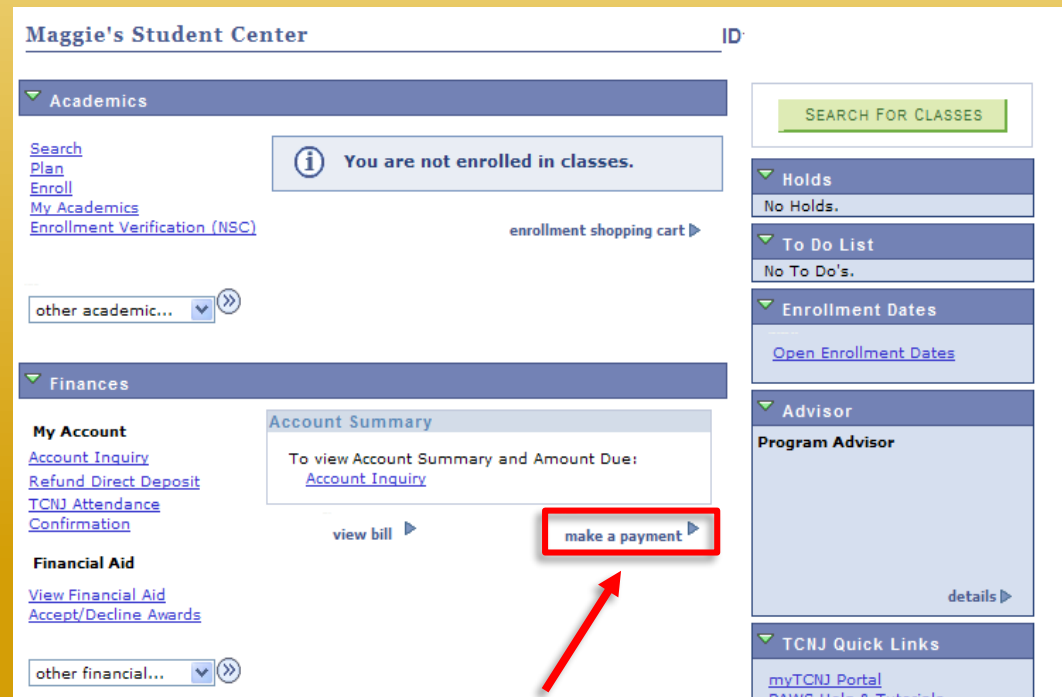
- Once logged into PAWS, go to the “Student Center”
 - View the “Finances” section and click “Make a Payment”



Self Service

Student Center
Use the student center to manage school related activities.

View All To Do List
View pending to do items on your record. See how to complete them.



Maggie's Student Center ID: _____

Academics

[Search](#)
[Plan](#)
[Enroll](#)
[My Academics](#)
[Enrollment Verification \(NSC\)](#)

You are not enrolled in classes.

enrollment shopping cart ▶

other academic... ▶▶

Finances

My Account
[Account Inquiry](#)
[Refund Direct Deposit](#)
[TCNJ Attendance Confirmation](#)

Financial Aid
[View Financial Aid](#)
[Accept/Decline Awards](#)

Account Summary
To view Account Summary and Amount Due:
[Account Inquiry](#)

view bill ▶

make a payment ▶

other financial... ▶▶

SEARCH FOR CLASSES

Holds
No Holds.

To Do List
No To Do's.

Enrollment Dates
[Open Enrollment Dates](#)

Advisor
Program Advisor

details ▶

TCNJ Quick Links
[myTCNJ Portal](#)
[PAWS Help & Tutorials](#)

How To Pay Your Student's Bill - Online



- Select your payment option, Payment by E-Check or Payment by Credit Card

Payment by E-Check

Payment by Credit Card

IF YOU CLICK “OK” AND ARE BROUGHT BACK TO THE “MAKE A PAYMENT” PAGE, YOU WILL NEED TO DISABLE ANY POP UP BLOCKERS ON YOUR COMPUTER IN ORDER TO CONTINUE WITH THE TRANSACTION

How to Pay your Student's Bill – E-Check



Be sure to check the terms and conditions

Terms and Conditions

TERMS AND CONDITIONS

These terms and conditions are designed to provide you information on the services we provide and outline important conditions which apply to your using this service. The internet bill presentation and payment service is provide by Higher One, Inc., and various third party vendors. It is subject to the consumer banking regulatory protections described in Regulation E of the Electronic Fund Transfers Act. Reg. E stipulates significant disclosure requirements and therefore most of these terms and conditions are a direct result of Reg. E. When you open your account with us or any third party vendor acting on our behalf, you and any person you authorize to perform functions on your account, agree to these terms and conditions.

Please accept agreement

Student Information

Please provide your information.

Student TONU ID Number*
First Name*
Last Name*

Pay To: The College of New Jersey

Pay To

	Pay Amount
Tuition and Fees	\$ <input type="text"/>
Enrollment Deposit	\$ <input type="text"/>
Medical Records	\$ <input type="text"/>
Graduate Enrollment Deposit	\$ <input type="text"/>
Total: \$ 0.00	

Payment Method & Account Information

Please provide your payment type and payment account information.

Effective Payment Date

E-mail Address*

- Checking Account (US Banks only)
 Savings Account (US Banks only)

Checks drawn off of credit line accounts (such as money market checks, line of credits, credit card checks, home equity checks, etc.) are not accepted.

Please do not click the "Submit" button more than once, as this may result in multiple charges to your account.

* Required field

Student's PAWS ID, first, and last name go here

Account information (routing and account number) goes here

Amount to be paid goes here

How To Pay Your Student's Bill – Credit Card



Be sure to check the terms and conditions

Terms and Conditions

TERMS AND CONDITIONS

These terms and conditions are designed to provide you information on the services we provide and outline important conditions which apply to your using this service. The internet bill presentation and payment service is provided by Higher One, Inc., and various third party vendors. It is subject to the consumer banking regulatory protections described in Regulation E of the Electronic Fund Transfers Act. Reg. E stipulates significant disclosure requirements and therefore most of these terms and conditions are a direct result of Reg. E. When you open your account with us or any third party vendor acting on our behalf, you and any person you authorize to perform functions on your account, agree to these terms and conditions.

Please accept agreement*

Student Information

Please provide your information.

Student TCNJ ID Number*
First Name*
Last Name*

Pay To: The College of New Jersey

Pay To

	Pay Amount
Tuition and Fees	\$ <input type="text"/>
Enrollment Deposit	\$ <input type="text"/>
Medical Records	\$ <input type="text"/>
Graduate Enrollment Deposit	\$ <input type="text"/>
Convenience Fee	\$ <input type="text" value="0.00"/>

Total: \$ 0.00

A non-refundable convenience fee will be charged for every transaction made through this service and will be automatically calculated based on your payment amount.

Payment Method & Account Information

Please provide your payment type and payment account information.

Effective Payment Date
E-mail Address*
 Credit Card

* Required field

Student's PAWS ID, first, and last name go here


Card information goes here

Amount to be paid goes here

Receipt Of Payment

- Once you submit the payment, you will receive an email stating that your payment was successful



 **TCNJ**
THE COLLEGE OF NEW JERSEY

Payment Summary. Please print this page for your records.

Payment Confirmation

Pay to the order of	The College of New Jersey
Student TCNJ ID Number	123456
E-mail Address	xxxxxxx
Effective Payment Date	3/30/2016
Payment Status	Paid
Card Type	Visa
Account Number	XXXXXX
Expiration Date	XXXXXX
Name on Card	Maggie Alcaro
Payment Tracking Number	XXXXXXXXXXXX
Payment Total	\$76.84

Transaction(s) Summary

Transaction Status	This transaction has been accepted.
Apply Payment To	
Tuition and Fees	\$75.00
Transaction Status	This transaction has been accepted.
Apply Payment To	
Convenience Fee	\$1.84