

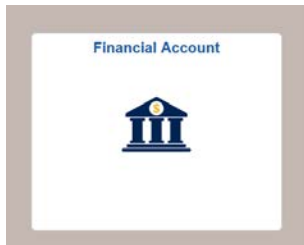
## Make a Payment Using eCheck

In this tutorial we will illustrate how to make an online payment to a student account using an eCheck. Online payments can be made by the student or an authorized Payer.

To set up an authorized Payer, please view our “How to Add and Authorized Payer” tutorial.

### Starting as a Student or Employee

The student’s first step begins by selecting **Make a Payment** under the “Financial Account” tile in the LOUIE Student Home.



← Back
Account Balance 🏠 🔍 ⋮ 🗑️

<b>Account Balance Due Now or within 30 days:</b> 453.00 <small>Currency used is US Dollar</small>	<b>What I Owe</b>																				
Charges Due	<table border="1" style="width: 100%; border-collapse: collapse;"> <thead> <tr> <th style="text-align: left;">Term</th> <th style="text-align: right;">Charges &amp; Deposits</th> <th style="text-align: right;">Pending Financial Aid</th> <th style="text-align: right;">Total Due</th> </tr> </thead> <tbody> <tr> <td>Fall 2021</td> <td style="text-align: right;">270.00</td> <td style="text-align: right;">0.00</td> <td style="text-align: right;">270.00</td> </tr> <tr> <td>Spring 2022</td> <td style="text-align: right;">158.00</td> <td style="text-align: right;">0.00</td> <td style="text-align: right;">158.00</td> </tr> <tr> <td>Summer 2022</td> <td style="text-align: right;">25.00</td> <td style="text-align: right;">0.00</td> <td style="text-align: right;">25.00</td> </tr> <tr> <td><b>Total</b></td> <td style="text-align: right;"><b>453.00</b></td> <td style="text-align: right;"><b>0.00</b></td> <td style="text-align: right;"><b>453.00</b></td> </tr> </tbody> </table>	Term	Charges & Deposits	Pending Financial Aid	Total Due	Fall 2021	270.00	0.00	270.00	Spring 2022	158.00	0.00	158.00	Summer 2022	25.00	0.00	25.00	<b>Total</b>	<b>453.00</b>	<b>0.00</b>	<b>453.00</b>
Term	Charges & Deposits	Pending Financial Aid	Total Due																		
Fall 2021	270.00	0.00	270.00																		
Spring 2022	158.00	0.00	158.00																		
Summer 2022	25.00	0.00	25.00																		
<b>Total</b>	<b>453.00</b>	<b>0.00</b>	<b>453.00</b>																		
Make a Payment	<small>Currency used is US Dollar</small>																				
Payment History																					
Direct Deposit																					
Enroll in Payment Plan																					
1098T Form																					
Authorize Parental Tax Access																					
Account Acknowledgements <span style="float: right;">▼</span>																					

Select the top option to be transferred to the Transact payment portal.

Make sure your Pop-up Blocker is turned off and you are using one of the supported browsers such as Chrome, Firefox, and Edge.

The screenshot shows a web portal with a dark blue header. On the left is a navigation menu with items: Account Balance, Make a Payment (highlighted in green), Payment History, Direct Deposit, Enroll in Payment Plan, 1098T Form, Authorize Parental Tax Access, and Account Acknowledgements. The main content area is titled 'Make a Payment' and contains two sections. The first section, 'Make a Payment', includes instructions about using eCheck, Credit Card, or 529 Savings Plan, a warning about pop-up blockers, and a yellow button labeled 'Click here to be redirected to Transact'. The second section, 'International Payments via Flywire', includes instructions for international wire transfers and a blue button labeled 'Click here to be redirected to Flywire'. The top right of the header contains icons for home, search, and user profile.

### Starting as an authorized Payer

If you are an authorized Payer, please follow the link provided in the authorized Payer confirmation e-mail sent to you by Transact or from the **“Make a Payment-On behalf of your student as an authorized Payer”** link on the right side of our website, [nau.ed/sdas](http://nau.ed/sdas).

NAU NORTHERN ARIZONA UNIVERSITY  
Student & Departmental Account Services

QUICK LINKS  

Virtual Visit Request info Apply

Resources  Tuition & Fees  Payment  Loans  Tax Credit Information  FAQs  Staff

# Student & Departmental Account Services

Student and Departmental Account Services (SDAS) is your one-stop shop for:

- [billing tuition and fees](#)
- [making payments](#)
- [processing refunds](#)

Students, to view your eBill please log into your [LOUIE](#) Student Center and click on “Make a Payment.”

**Payment Methods**



Authorized Payers, please log into the [Transact](#) payment system using your unique email and password.

Our office strives to help you make sound financial decisions and educate you on necessary information such as:

- [Financial Terms and Conditions](#)
- [budget calculator](#)



Student & Departmental Account Services

 928-523-3122  
 Contact Form

**Request Information**

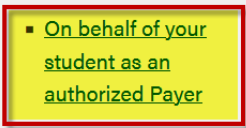
**Apply to NAU**

### Log in to LOUIE to...

- [Check your balance](#)
- [Check for holds](#)
- [Change your address](#)

### Make a payment...

- [As a student](#) (your own account)
- [On behalf of your student as an authorized Payer](#)



### In Transact

From the Transact home screen, please select **Make a Payment**.

**NAU** NORTHERN ARIZONA UNIVERSITY

## Overview

Balance: **\$20,032**

- My Account
- Overview
- Make a Payment**
- Transactions
- Statements
- Help
- Sign Out

Northern Arizona University

### Summary


[View statements](#)

Academic College Fee (Due Date: 08/22/2022)	\$300.00
ASNAU Fee (Due Date: 08/22/2022)	\$23.00
Athletics Fee (Due Date: 08/22/2022)	\$75.00
AZRes Pledge Tuition 2223 (Due Date: 08/22/2022)	\$5,512.00
Dining Dollars (Meal Plan) (Due Date: 08/22/2022)	\$100.00
Financial Aid Trust Fee (Due Date: 08/22/2022)	\$44.00
Freshman Academic 14 Meal Plan (Due Date: 10/15/2022)	\$925.00
Freshman Academic 14 Meal Plan (Due Date: 08/22/2022)	\$825.00
Freshman Academic 14 Meal Plan (Due Date: 09/15/2022)	\$925.00
Green Fee (Due Date: 08/22/2022)	\$15.00
Health and Wellness Fee (Due Date: 08/22/2022)	\$275.00
Housing Rent Calderon Learning (Due Date: 10/15/2022)	\$1,093.00
Housing Rent Calderon Learning (Due Date: 08/22/2022)	\$918.00
Housing Rent Calderon Learning (Due Date: 09/15/2022)	\$1,093.00
Information Technology Fee (Due Date: 08/22/2022)	\$168.00
NonRes Pledge Tuition 2223 (Due Date: 08/22/2022)	\$7,631.00
Student Activity Fee (Due Date: 08/22/2022)	\$25.00
Transportation Fee (Due Date: 08/22/2022)	\$85.00
<b>Balance</b>	<b>\$20,032.00</b>

Recent transactions [View all](#)

**Make a payment**

Charges are displayed in alphabetical order. The due date for each charge is also shown next to the name of the charge in parentheses.



## Make a Payment

My Account
Pay amount

Overview
• • •

Make a Payment

Transactions

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How much would you like to pay?

**Balance items**

Check all | 0 of 18 selected

Description	Balance	Amount
<input type="checkbox"/> Academic College Fee (Due Date: 08/22/2022)	\$300.00	\$0.00 <input type="text" value="\$0.00"/>
<i>Maximum \$300</i>		
<input type="checkbox"/> ASNAU Fee (Due Date: 08/22/2022)	\$23.00	\$0.00 <input type="text" value="\$0.00"/>
<i>Maximum \$23</i>		
<input type="checkbox"/> Athletics Fee (Due Date: 08/22/2022)	\$75.00	\$0.00 <input type="text" value="\$0.00"/>
<i>Maximum \$75</i>		
<input type="checkbox"/> AZRes Pledge Tuition 2223 (Due Date: 08/22/2022)	\$5,512.00	\$0.00 <input type="text" value="\$0.00"/>
<i>Maximum \$5,512</i>		
<input type="checkbox"/> Dining Dollars (Meal Plan) (Due Date: 08/22/2022)	\$100.00	\$0.00 <input type="text" value="\$0.00"/>
<i>Maximum \$100</i>		
<input type="checkbox"/> Financial Aid Trust Fee (Due Date: 08/22/2022)	\$44.00	\$0.00 <input type="text" value="\$0.00"/>
<i>Maximum \$44</i>		
<input type="checkbox"/> Freshman Academic 14 Meal Plan (Due Date: 10/15/2022)	\$925.00	\$0.00 <input type="text" value="\$0.00"/>
<i>Maximum \$925</i>		
<input type="checkbox"/> Freshman Academic 14 Meal Plan (Due Date: 08/22/2022)	\$825.00	\$0.00 <input type="text" value="\$0.00"/>
<i>Maximum \$825</i>		
<input type="checkbox"/> Freshman Academic 14 Meal Plan (Due Date: 09/15/2022)	\$925.00	\$0.00 <input type="text" value="\$0.00"/>
<i>Maximum \$925</i>		
<input type="checkbox"/> Green Fee (Due Date: 08/22/2022)	\$15.00	\$0.00 <input type="text" value="\$0.00"/>
<i>Maximum \$15</i>		
<input type="checkbox"/> Health and Wellness Fee (Due Date: 08/22/2022)	\$275.00	\$0.00 <input type="text" value="\$0.00"/>
<i>Maximum \$275</i>		
<input type="checkbox"/> Housing Rent Calderon Learning (Due Date: 10/15/2022)	\$1,093.00	\$0.00 <input type="text" value="\$0.00"/>
<i>Maximum \$1,093</i>		
<input type="checkbox"/> Housing Rent Calderon Learning (Due Date: 08/22/2022)	\$918.00	\$0.00 <input type="text" value="\$0.00"/>
<i>Maximum \$918</i>		
<input type="checkbox"/> Housing Rent Calderon Learning (Due Date: 09/15/2022)	\$1,093.00	\$0.00 <input type="text" value="\$0.00"/>

You can select all charges by checking the box on the top left labeled **Check All**.

**NAU** NORTHERN ARIZONA UNIVERSITY

## Make a Payment

Pay amount

How much would you like to pay?

**Balance items**

Check all 0 of 18 selected

Description	Balance	Amount
<input type="checkbox"/> Academic College Fee (Due Date: 08/22/2022)	\$300.00	\$0.00 <input type="text"/> <input type="button" value="v"/> <i>Maximum \$300</i>
<input type="checkbox"/> ASNAU Fee (Due Date: 08/22/2022)	\$23.00	\$0.00 <input type="text"/> <input type="button" value="v"/> <i>Maximum \$23</i>
<input type="checkbox"/> Athletics Fee (Due Date: 08/22/2022)	\$75.00	\$0.00 <input type="text"/> <input type="button" value="v"/> <i>Maximum \$75</i>
<input type="checkbox"/> AZRes Pledge Tuition 2223 (Due Date: 08/22/2022)	\$5,512.00	\$0.00 <input type="text"/> <input type="button" value="v"/> <i>Maximum \$5,512</i>
<input type="checkbox"/> Dining Dollars (Meal Plan) (Due Date: 08/22/2022)	\$100.00	\$0.00 <input type="text"/> <input type="button" value="v"/> <i>Maximum \$100</i>
<input type="checkbox"/> Financial Aid Trust Fee (Due Date: 08/22/2022)	\$44.00	\$0.00 <input type="text"/> <input type="button" value="v"/> <i>Maximum \$44</i>
<input type="checkbox"/> Freshman Academic 14 Meal Plan (Due Date: 10/15/2022)	\$925.00	\$0.00 <input type="text"/> <input type="button" value="v"/> <i>Maximum \$925</i>



Make a Payment

- My Account
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Pay amount


How much would you like to pay?

Balance items

Uncheck all | 18 of 18 selected

Description	Balance	Amount
<input checked="" type="checkbox"/> Academic College Fee (Due Date: 08/22/2022)	\$300.00	\$300.00 <input type="text"/> <input type="button" value="x"/> <input type="button" value="v"/>
<i>Maximum \$300</i>		
<input checked="" type="checkbox"/> ASNAU Fee (Due Date: 08/22/2022)	\$23.00	\$23.00 <input type="text"/> <input type="button" value="x"/> <input type="button" value="v"/>
<i>Maximum \$23</i>		
<input checked="" type="checkbox"/> Athletics Fee (Due Date: 08/22/2022)	\$75.00	\$75.00 <input type="text"/> <input type="button" value="x"/> <input type="button" value="v"/>
<i>Maximum \$75</i>		
<input checked="" type="checkbox"/> AZRes Pledge Tuition 2223 (Due Date: 08/22/2022)	\$5,512.00	\$5,512.00 <input type="text"/> <input type="button" value="x"/> <input type="button" value="v"/>
<i>Maximum \$5,512</i>		
<input checked="" type="checkbox"/> Dining Dollars (Meal Plan) (Due Date: 08/22/2022)	\$100.00	\$100.00 <input type="text"/> <input type="button" value="x"/> <input type="button" value="v"/>
<i>Maximum \$100</i>		
<input checked="" type="checkbox"/> Financial Aid Trust Fee (Due Date: 08/22/2022)	\$44.00	\$44.00 <input type="text"/> <input type="button" value="x"/> <input type="button" value="v"/>
<i>Maximum \$44</i>		
<input checked="" type="checkbox"/> Freshman Academic 14 Meal Plan (Due Date: 10/15/2022)	\$925.00	\$925.00 <input type="text"/> <input type="button" value="x"/> <input type="button" value="v"/>

You can select individual charges by checking the box next to the name of the charge.



## Make a Payment

My Account
Pay amount

Overview

Make a Payment

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How much would you like to pay?


**Balance items**

Check all | 3 of 18 selected

Description	Balance	Amount
<input checked="" type="checkbox"/> Academic College Fee (Due Date: 08/22/2022)	\$300.00	\$300.00 <input type="text" value="\$300.00"/> <input type="button" value="⊗"/> <input type="button" value="v"/>
<small>Maximum \$300</small>		
<input checked="" type="checkbox"/> ASNAU Fee (Due Date: 08/22/2022)	\$23.00	\$23.00 <input type="text" value="\$23.00"/> <input type="button" value="⊗"/> <input type="button" value="v"/>
<small>Maximum \$23</small>		
<input type="checkbox"/> Athletics Fee (Due Date: 08/22/2022)	\$75.00	\$0.00 <input type="text" value="\$0.00"/> <input type="button" value="v"/>
<small>Maximum \$75</small>		
<input type="checkbox"/> AZRes Pledge Tuition 2223 (Due Date: 08/22/2022)	\$5,512.00	\$0.00 <input type="text" value="\$0.00"/> <input type="button" value="v"/>
<small>Maximum \$5,512</small>		
<input checked="" type="checkbox"/> Dining Dollars (Meal Plan) (Due Date: 08/22/2022)	\$100.00	\$100.00 <input type="text" value="\$100.00"/> <input type="button" value="⊗"/> <input type="button" value="v"/>
<small>Maximum \$100</small>		
<input type="checkbox"/> Financial Aid Trust Fee (Due Date: 08/22/2022)	\$44.00	\$0.00 <input type="text" value="\$0.00"/> <input type="button" value="v"/>
<small>Maximum \$44</small>		
<input type="checkbox"/> Freshman Academic 14 Meal Plan (Due Date: 10/15/2022)	\$925.00	\$0.00 <input type="text" value="\$0.00"/> <input type="button" value="v"/>



You can also make a payment for a custom amount by typing in a dollar amount for an item.



## Make a Payment

My Account
Pay amount

Overview

Make a Payment

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Sign Out

How much would you like to pay?

**Balance items**

Description	Balance	Amount
<input type="checkbox"/> Academic College Fee (Due Date: 08/22/2022)	\$300.00	\$0.00 <small>Maximum \$300</small>
<input type="checkbox"/> ASNAU Fee (Due Date: 08/22/2022)	\$23.00	\$0.00 <small>Maximum \$23</small>
<input type="checkbox"/> Athletics Fee (Due Date: 08/22/2022)	\$75.00	\$0.00 <small>Maximum \$75</small>
<input checked="" type="checkbox"/> AZRes Pledge Tuition 2223 (Due Date: 08/22/2022)	\$5,512.00	\$2,500 <small>Maximum \$5,512</small>
<input type="checkbox"/> Dining Dollars (Meal Plan) (Due Date: 08/22/2022)	\$100.00	\$0.00 <small>Maximum \$100</small>
<input type="checkbox"/> Financial Aid Trust Fee (Due Date: 08/22/2022)	\$44.00	\$0.00 <small>Maximum \$44</small>
<input type="checkbox"/> Freshman Academic 14 Meal Plan (Due Date: 10/15/2022)	\$925.00	\$0.00

The total amount of the payment is displayed at the bottom of the screen in bold.

**NAU**  
NORTHERN ARIZONA  
UNIVERSITY

- [My Account](#)
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<input type="checkbox"/> Housing Rent Calderon Learning (Due Date: 10/15/2022)	\$1,093.00	\$0.00	<small>Maximum \$275</small>
<input type="checkbox"/> Housing Rent Calderon Learning (Due Date: 08/22/2022)	\$918.00	\$0.00	<small>Maximum \$1,093</small>
<input type="checkbox"/> Housing Rent Calderon Learning (Due Date: 09/15/2022)	\$1,093.00	\$0.00	<small>Maximum \$918</small>
<input type="checkbox"/> Information Technology Fee (Due Date: 08/22/2022)	\$168.00	\$0.00	<small>Maximum \$1,093</small>
<input type="checkbox"/> NonRes Pledge Tuition 2223 (Due Date: 08/22/2022)	\$7,631.00	\$0.00	<small>Maximum \$168</small>
<input type="checkbox"/> Student Activity Fee (Due Date: 08/22/2022)	\$25.00	\$0.00	<small>Maximum \$7,631</small>
<input type="checkbox"/> Transportation Fee (Due Date: 08/22/2022)	\$85.00	\$0.00	<small>Maximum \$25</small>
Total balance			\$20,032.00
<b>Pay amount</b>			<b>\$2,500.00</b>
Remaining balance			\$17,532.00

\* Indicates required field

Payment 1 item

\$2,500

Cancel Checkout

After the amount of the payment is specified, select **Checkout** on the bottom right.

The screenshot displays the NAU payment interface. On the left is a dark blue navigation sidebar with the NAU logo and menu items: My Account, Overview, Make a Payment, Transactions, Statements, Help, and Sign Out. The main content area shows a list of charges with checkboxes, descriptions, due dates, and current payment amounts. Each charge has a dropdown menu to select a payment amount. At the bottom right, a red arrow points to a yellow 'Checkout' button with '\$2,500' above it.

Charge Description	Due Date	Current Amount	Maximum
<input type="checkbox"/> Housing Rent Calderon Learning	10/15/2022	\$1,093.00	\$275
<input type="checkbox"/> Housing Rent Calderon Learning	08/22/2022	\$918.00	\$1,093
<input type="checkbox"/> Housing Rent Calderon Learning	09/15/2022	\$1,093.00	\$1,093
<input type="checkbox"/> Information Technology Fee	08/22/2022	\$168.00	\$168
<input type="checkbox"/> NonRes Pledge Tuition 2223	08/22/2022	\$7,631.00	\$7,631
<input type="checkbox"/> Student Activity Fee	08/22/2022	\$25.00	\$25
<input type="checkbox"/> Transportation Fee	08/22/2022	\$85.00	\$85

Total balance	\$20,032.00
<b>Pay amount</b>	<b>\$2,500.00</b>
Remaining balance	\$17,532.00

\* Indicates required field

Payment 1 item

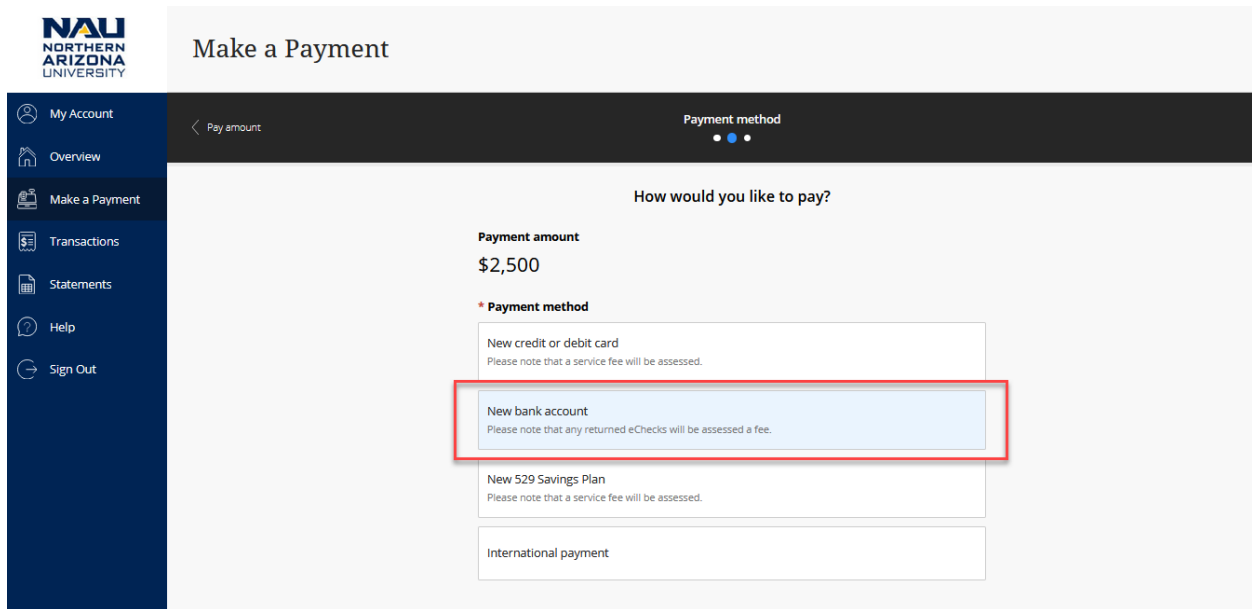
**\$2,500**

Checkout

From here you can select your payment method. The options to choose from include:

- eCheck
- credit card
- 529 Savings Plan
- saved payment method (if it has been previously setup)

For this tutorial, select the **New Bank Account** option.



Next screen you will enter your account information. Please make sure all areas with the red star are filled out and correct. This includes the name on the account, the account type, the routing number, and the account number. We suggest checking with your bank for the correct routing and account number.

A \$30 processing fee will be assessed for all returned checks. NAU reserves the right to restrict e-check payments after two returned checks.

**NAU** NORTHERN ARIZONA UNIVERSITY

## Make a Payment

My Account   Overview   **Make a Payment**   Transactions   Statements   Help   Sign Out

Pay amount   **Payment method**

### How would you like to pay?

**Payment amount**  
\$2,500

**\* Payment method** [Change](#)

New bank account  
Please note that any returned eChecks will be assessed a fee.

**i Important:** Payments can be made from personal checking or savings accounts only. Corporate accounts are not allowed.

Please enter your bank account information and click on the 'Continue Checkout' button.

**\*Account holder name**

i Account holder name required

**\* Account type**

Checking  
 Savings

**\* Routing transit number** i

**\* Bank account number** i   **\*Confirm bank account number**

Save bank account for future use

**Bank account terms and conditions**

Secure encrypted payment

From here, you can elect to save a payment method for future use by checking the box located next to **Save bank account for future use**. Enter a nickname to identify the account for future use.

**NAU** NORTHERN ARIZONA UNIVERSITY

- My Account
- Overview
- Make a Payment**
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**i Important:** Payments can be made from personal checking or savings accounts only. Corporate accounts are not allowed.

Please enter your bank account information and click on the 'Continue Checkout' button.

**\*Account holder name**

(i) Account holder name required

**\* Account type**

Checking

Savings

**\* Routing transit number** (i)

**\* Bank account number** (i)      **\*Confirm bank account number**

**Save bank account for future use**

**Bank account nickname** (i)

Maximum 17 characters

**Bank account terms and conditions**

By checking the box below, you authorize MetaBank to withdraw payment for the amount indicated from your account. You represent you have authority to withdraw funds from the deposit account selected. Because this is an electronic transaction (also

Before submitting payment, please carefully review the **Bank Account terms and conditions**. Once you have read the terms and conditions, you must then select, **“I agree”** to proceed with payment.

The screenshot shows the NAU payment interface. On the left is a dark blue navigation menu with the NAU logo at the top and the following items: My Account, Overview, Make a Payment (highlighted), Transactions, Statements, Help, and Sign Out. The main content area has a light gray background. At the top left of this area is the NAU logo. To its right is a text box containing the following text: "ARBITRATION, AND UNLESS WE AGREE OTHERWISE, THE ARBITRATOR MAY NOT CONSOLIDATE MORE THAN ONE (1) PERSON'S CLAIMS. YOU AGREE THAT, BY ENTERING INTO THESE TERMS, YOU AND TRANSACT ARE EACH WAIVING THE RIGHT TO A TRIAL BY JURY OR TO PARTICIPATE IN A CLASS ACTION, COLLECTIVE ACTION, PRIVATE ATTORNEY GENERAL ACTION, OR OTHER REPRESENTATIVE PROCEEDING OF ANY KIND RELATING TO THE PRODUCTS OR THESE TERMS. (iv) Limited Applicability of Arbitration and Class Action/Jury Trial Waiver. Certain laws, rules, and regulations that may apply to you may not allow you to pre-agree to binding arbitration or waive your rights to join in a representative proceeding or waive your rights to a jury trial. If such laws apply to you, the arbitration requirements set forth in subsection (ii) and/or the class action/jury trial waiver set forth in subsection (iii) do not apply to you." Below this text box is a checkbox with a green checkmark and the text "I agree", which is highlighted with a red rectangular border. Underneath the checkbox is a small line of text: "This site is protected by reCAPTCHA and the Google [Privacy Policy](#) and [Terms of Service](#) apply." At the bottom of the main content area, there is a light gray bar containing a lock icon and the text "Secure encrypted payment" on the left, and two buttons on the right: a white "Cancel" button and a yellow "Continue" button. A red arrow points upwards from the bottom of the page towards the "Continue" button.

Click **Continue**.

Complete the authentication verification by selecting the appropriate images. You can also select the headphone icon at the bottom for an audio challenge.

The screenshot displays the NAU payment verification interface. On the left is a navigation menu with options: My Account, Overview, Make a Payment, Transactions, Statements, Help, and Sign Out. The main content area shows a grid of 12 images for selection, with a blue overlay that reads "Select all Images with mountains or hills". Below the grid is a "VERIFY" button, which is highlighted with a red box. To the left of the "VERIFY" button are icons for refresh, headphones, and a warning sign. At the bottom right are "Cancel" and "Continue" buttons. The interface also includes a "Secure encrypted payment" indicator and a "This site is protected" message.



Read and review the **Transact Campus Inc. User Agreement**. Check the box to confirm you have read and accept the terms.

NAU NORTHERN ARIZONA UNIVERSITY

My Account

Overview

Make a Payment

Transactions

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Help

Sign Out

Terms and conditions

This site is owned and operated by Transact Campus, Inc.

I acknowledge that I have read and accept the [terms and conditions](#) of the Transact Campus, Inc. user agreement.

Continue

Click **Continue**.

The final screen will confirm the total amount of the payment, the remaining account balance, and the payment receipt number.

A confirmation e-mail will also be sent to your NAU e-mail address or the address used for the authorized Payer.

Please keep in mind that payments are acknowledged in LOUIE shortly after the payment is submitted, however, it may take a couple of business days for funds to move from bank to bank.

The screenshot displays the 'Make a Payment' confirmation page. On the left is a dark blue navigation sidebar with the NAU logo at the top and menu items: My Account, Overview, Make a Payment (highlighted), Transactions, Help, and Sign Out. The main content area has a light gray header with the title 'Make a Payment'. Below the header, a large green checkmark is centered, followed by the amount '\$2,500'. Below the amount, the text reads 'Thank you for your payment'. Underneath, it states 'You have a remaining balance of **\$17,532**'. At the bottom of the main content, it says 'The payment receipt [#1051](#) was sent to:'. A yellow button labeled 'Go to overview' is located at the bottom right of the page.

You can review transactions completed through Transact by selecting **Transactions** on the left menu.

The screenshot shows the NAU logo in the top left corner. Below it is a dark blue sidebar menu with the following items: My Account, Overview, Make a Payment, Transactions (highlighted with a red box), Statements, Help, and Sign Out. The main content area is titled 'Transactions' and contains a table with the following data:

Date	Description	Receipt	Amount
7/20/22	AZRes Pledge Tuition 2223 (Due Date: 08/22/2022) <a href="#">+6</a>	<a href="#">#10052</a>	\$5,766.00

By selecting the receipt number, you can see the charges the payment paid when submitted as well as a confirmation of the payment method.

This screenshot is identical to the previous one, but the receipt number '#10052' in the table is highlighted with a red box. The sidebar menu is no longer highlighted.

Date	Description	Receipt	Amount
7/20/22	AZRes Pledge Tuition 2223 (Due Date: 08/22/2022) <a href="#">+6</a>	<a href="#">#10052</a>	\$5,766.00



Transactions  
**Receipt**



**Receipt**  
#10052

Date: 7/20/22  
Method: Checking

ID:

Total amount

**\$5,766.00**

Description	Amount
AZRes Pledge Tuition 2223 (Due Date: 08/22/2022)	<b>\$2,500.00</b>
Dining Dollars (Meal Plan) (Due Date: 08/22/2022)	<b>\$100.00</b>
FA Pay Plan Tuit/Fees - Fall (Due Date: 08/15/2022)	<b>\$1,279.00</b>
Freshman Platinum 14 Meal Plan (Due Date: 08/22/2022)	<b>\$872.00</b>
Housing Rent Reilly (Due Date: 08/22/2022)	<b>\$855.00</b>
Payment Plan Svc Chg (AE/FA) (Due Date: 08/15/2022)	<b>\$75.00</b>
Transportation Fee (Due Date: 08/22/2022)	<b>\$85.00</b>
<b>Subtotal</b>	<b>\$5,766.00</b>
<b>Total</b>	<b>\$5,766.00</b>

Payments received	Amount
Checking (..... ) <a href="#">View agreement</a>	<b>\$5,766.00</b>
<b>Total</b>	<b>\$5,766.00</b>

*This is an automated email. For assistance please contact [sdas@nau.edu](mailto:sdas@nau.edu)*

## Questions?

If you have questions about your balance and due dates, please contact us at:

**Student and Departmental Account Services**

[sdas@nau.edu](mailto:sdas@nau.edu)

928-523-3122

If you have questions about making an electronic payment, please contact:

**Transact Campus Smartpay Support**

[smartpaysupport@transactcampus.com](mailto:smartpaysupport@transactcampus.com)

(800) 339-8131

For additional information and payment tutorials, visit our website at [nau.edu/sdas](http://nau.edu/sdas).