



What is an eStatement in TouchNet?

A student may authorize others, such as parents, guardians, or a spouse, to view billing information and/or pay bills on his or her behalf. eStatements provide convenient access from any device with an internet connection 24/7.

Note: *the eStatement can only be viewed by the student or Authorized Users*

How do I view and pay my eStatement in TouchNet?

AUTHORIZED USERS WILL LOG INTO THIS WEBSITE: https://secure.touchnet.com/C21261_tsa/web/login.jsp

- Using your Purdue career account user name and password, login to **myPurdue** at <https://mypurdue.purdue.edu>.

PURDUE
UNIVERSITY™

Log in using your Purdue Career Account

Login:

Password:

Login

To access the page you are requesting, a valid Purdue University career account Username and Password must be provided.

- Click on the **Bills & Payments** tab.

PURDUE | myPurdue
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Academics | Registration | **Bills & Payments** | Financial Aid | Banner | Life @ Purdue

Student Account

- View My Balance
- Make a Payment
- Setup Authorized Users
- Setup e-Refund Account
- Account Summary
- Account Detail
- Title IV Authorization
- 1098T Tax Notification
- International Payment Service
- Order Account Statement

Enrollment Confirmation

Confirm your enrollment for the coming semester

This step is *required* to avoid being canceled. Students are not fully confirmed until their balance due is paid in full.

Financial Resources

- Student Job Postings
- Internship Resources
- Professional Practice/Co-Op Information
- Financial Planning Cash Course
- Tuition Refund Policy for Withdrawing Students

Financial Calculators

- Estimate your tuition, fees, and campus housing costs
- Estimate your financial aid eligibility for the next academic year

WE ARE PURDUE
WHAT WE MAKE MOVES THE WORLD FORWARD

Employee Portal | Faculty and Staff | Human Resources | Shop
Blackboard | AIS | Speak Up | Calendar
Purdue Today | Physical Facilities | Diversity & Inclusion | Libraries
myMail | Directory | Ethics & Compliance | Information Technology
Outlook | Campus Map | Public Safety | Tuition Calculator
myPurdue | Construction | Timely Warnings | Center for Healthy Living

- Click on **View My Balance** the link.

The screenshot shows the myPurdue website interface. At the top, there is a navigation bar with links for Academics, Registration, Bills & Payments, Financial Aid, Banner, and Life @ Purdue. Below this, there are three main content areas: Student Account, Enrollment Confirmation, and Financial Resources. In the Student Account section, the 'View My Balance' link is circled in red. Other links in this section include Make a Payment, Setup Authorized Users, Setup e-Refund Account, Account Summary, Account Detail, Title IV Authorization, 1098T Tax Notification, International Payment Service, and Order Account Statement. The Enrollment Confirmation section contains a message about confirming enrollment for the coming semester and a Financial Calculators section. The Financial Resources section lists various resources like Student Job Postings, Internship Resources, and Tuition Refund Policy. At the bottom, there is a footer with various university services and the slogan 'WE ARE PURDUE'.

- The TouchNet payment portal will open.
- Click eStatements on the toolbar.

The screenshot shows the eStatements page in the TouchNet payment portal. The navigation bar at the top includes links for My Account, Payments, Payment Plan, eStatements (circled in red), eDeposits, and eRefunds. The main content area is titled 'eStatements' and contains a message about disabling pop-up blockers. Below this, there is a dropdown menu to select a statement to view, currently set to '09/14/2015', with a 'Select' button. The 'Most Recent Billing Statement' section shows a table with columns for Account Description, Statement Date, Statement Amount, Current Balance, and Action. The table contains one row for 'Student Accounts Statement' with a date of 9/14/15, amounts of \$0.00, and a 'View | Pay' link. The '1098-T Tax Statement' section includes a message about Adobe Acrobat Reader and a table with columns for Tax Year and Action, listing years from 2014 to 2011 with 'View' links. The 'Account Activity Since Last Statement' section has a 'View All Activity' button.

- Choose an eStatement from the drop down menu. Then click 'Select.'

My Account Payments Payment Plans **eStatements** eDeposits eRefunds

eStatements

Please make sure that your browser's pop up blocker is disabled for this website, and then click the "Select" button.

Select the statement to view: 09/14/2015 **Select**

09/14/2015
09/08/2015
09/03/2015
08/24/2015
07/13/2015

Most Recent Billing Statement

Current balance includes activity from your last statement, including recent payments and new charges.

Account Description	Statement Date	Statement Amount	Current Balance	Action
Student Accounts Statement	9/14/15	\$0.00	\$0.00	View Pay

1098-T Tax Statement

You must have Adobe Acrobat Reader installed on your computer in order to view your 1098-T statement.

Tax Year	Action
2014	View
2013	View
2012	View
2011	View

Account Activity Since Last Statement

To sort, click on the desired column header.

[View All Activity](#)

Here is a sample eStatement:

PURDUE UNIVERSITY Page 1 of 3 Bursar's Office
Term Invoice Spring 2013

Account Number: 01234567 Purdue Pete
Statement: 3188744 610 Purdue Mall
Invoice Date: 01/15/2013 West Lafayette, IN 47907
Due Date: 02/04/2013

Payments may be made online at <http://myPurdue.purdue.edu>

Special Messages:

*Cancellation of courses will occur if your minimum payment obligations have not been met - please be sure to note the above due date to avoid cancellation. If your balance is zero, you must confirm that you will be attending Purdue; do this online at <http://myPurdue.purdue.edu>, under 'Financial'. A late registration fee of \$200.00 will be assessed to all students registering, (or re-registering if your schedule was cancelled), after the first week of classes.

*This statement represents a snapshot in time of activity on your account. For real-time verification of payments and recent activity, please consult your account balance at <http://myPurdue.purdue.edu>. You may also enroll in payment plans, direct deposit of refunds, and view class schedules at this site.

CRN	SUBJ	CRSE	SEC	CMP	COURSE TITLE	CREDITS
23988	PHIL	11100	019	PWL	Ethics	3.00
25911	POL	13000	002	PWL	Intro To Int Re	3.00
49447	HIST	15200	001	PWL	U S Since 1877	3.00
63343	STAT	11300	IM1	PWL	Statistics & So	3.00
63345	STAT	11300	IM2	PWL	Statistics & So	0.00
65610	COM	11400	419	PWL	Fundament Of Sp	3.00

Course Credits: 15.00

CURRENT TERM CHARGES		CURRENT TERM CREDITS	
Fitness & Wellness Fee	\$91.00	Access & Success Inc Grit	\$250.00
General Service Fee	\$4,603.90	Centennial Opport Grant	\$2,400.00
Non-resident Tuition	\$9,401.00	Fed Suppl Ed Opp Grant	\$200.00
Repair/Rehabilitation Fee	\$161.00	Federal Pell Grant	\$2,750.00
Technology Fee	\$94.10	PU Ln John Newcomb	\$1,000.00
		Sub Federal Stafford Loan	\$1,733.00
		Unsub Fed Stafford Loan	\$990.00
		Web Check Payment	\$2,087.75
		Wells Fargo Collegiate	\$6,000.00

Payments may be made online at <http://myPurdue.purdue.edu>

Previous Balance	\$0.00
Charges Subtotal	14,351
Credits Subtotal	17,410.75
Total Due:	(\$3,059.75)

Figures in parentheses indicate an account credit balance.
Students with a credit balance appearing in "Total Due" should not remit payment, but should confirm their enrollment online at <http://myPurdue.purdue.edu>, under the 'Financial' tab.

Here are some things to note on the eStatement:

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Page 1 of 3

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Class schedule the day invoice was generated

Credits are not guaranteed if the student does not complete all financial aid requirements

Charges may change if the student changes class schedule

Total due is not guaranteed if the student does not complete all financial aid requirements, or changes the amount of credit hours. A (\$x,xxx) balance indicates a refund, please do not pay on a (\$x,xxx) balance.

When you are finished conducting business in TouchNet, click on the **Log Out** link in the upper right hand corner of the screen.