

# How to make an Undergrad Entrance Deposit



# Deposits are made directly in the eBill Suite

Or go to [go.lehigh.edu/ebill](http://go.lehigh.edu/ebill) and select the  
Student button



Please enter your Lehigh username and password in the form below.

Username

Password

Login

[Change password](#)  
[Forgot your password?](#)

Use your new Lehigh student credentials (e.g. abc123) to log in. This username is also the first part of your new Lehigh email address (e.g. abc123@Lehigh.edu).



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Student Account Home

secure.touchnet.net/C20958\_tsa/tapp?app-stoken=UbwROtq52&Navigate=welcome.jsp&OnError=welcome.jsp&PPM\_ENROLL\_TERM\_ID=59

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Logged in as: | Logout

My Account My Profile Make Payment Payment Plans Deposits Refunds Help

### Announcement

**Welcome to e-Bill Suite!**

Students registered for Summer courses may notice new Account Activity as we load charges and credits for the Semester. This process takes a few days to complete. Students and their authorized users will receive an **email notification once the Summer Billing Statements are available**. Payment for Full Summer, Summer I, or any open learning courses starting before June 30 will be due Wed May 17.

Students that register late may not receive an invoice before the applicable due date and should be prepared to satisfy their financial obligations at the time of registration.  
[\(https://catalog.lehigh.edu/informationofgeneralinterest/billingandpayments/\)](https://catalog.lehigh.edu/informationofgeneralinterest/billingandpayments/)

*Graduating?* Please sure that your account is paid-in-full. Also, please ensure that your **home address in Banner** is accurate and will not be expired when we generate tax forms in January 2024.

Lehigh **STRONGLY** recommends that all payments be made on the e-Bill suite or via **Flywire** (international payments). Please allow a minimum of 2 weeks for your 529 payment to process and for us to receive the payment to avoid a late fee. Additional information regarding the **payment methods accepted by Lehigh** is available on our website.

### Student Account

ID: xxxxx7205

**Undergrad Student** There is no activity on this account at this time.

View Activity Make Payment

### My Profile Setup

- Authorized Users
- Personal Profile
- Security Settings
- Electronic Refunds

A screen similar to the above will be displayed.



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Student Account Home

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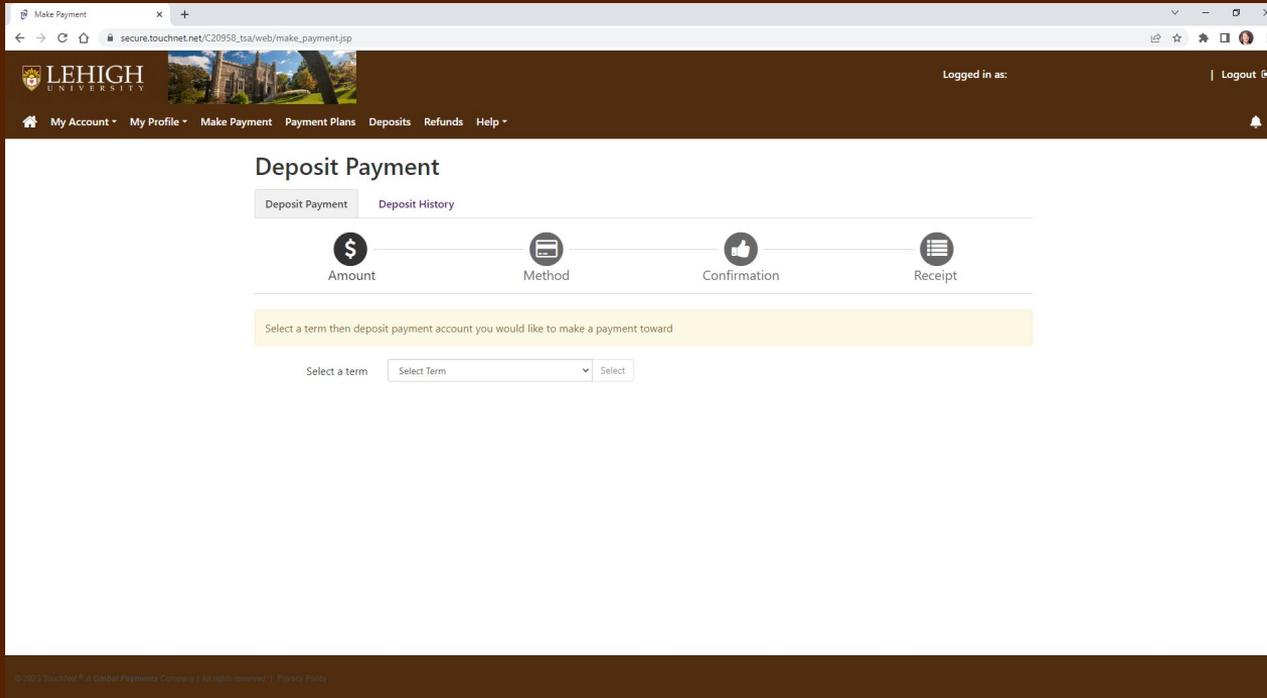
### My Profile Setup

- Authorized Users
- Personal Profile
- Security Settings
- Electronic Refunds

Click “Deposits.”



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The above screen will be displayed.



Make Payment

secure.touchnet.net/C20958\_tsa/web/make\_payment.jsp

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Logged in as: | Logout

My Account My Profile Make Payment Payment Plans Deposits Refunds Help

## Deposit Payment

Deposit Payment Deposit History

Amount Method Confirmation Receipt

Select a term then deposit payment account you would like to make a payment toward

Select a term

Select Term

- Select Term
- Fall 2024
- Spring 2024
- Fall 2023
- Summer 2023

Select

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Select “Fall 2023” from the dropdown list, and then click the Select button.



Make Payment

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My Account My Profile Make Payment Payment Plans Deposits Refunds Help

## Deposit Payment

Deposit Payment Deposit History

Amount Method Confirmation Receipt

Select a term then deposit payment account you would like to make a payment toward

Select a term: Fall 2023 Select

Select a deposit:

- Select Deposit Payment
- Undergraduate Entrance Deposit**
- Deposit GR CoH 1000 Fall
- Deposit GR CoH 500 Fall
- GR Business 1000 Deposit Fall
- GR Business 500 Deposit Fall
- Grad Housing Security Depos
- Lehigh Launch Deposit

Select “Undergraduate Entrance Deposit” from the drop down list, then click the Select button.



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Make Payment

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Logged in as: | Logout

My Account My Profile Make Payment Payment Plans Deposits Refunds Help

## Deposit Payment

Deposit Payment Deposit History

Amount Method Confirmation Receipt

Select a term then deposit payment account you would like to make a payment toward

Select a term:  Select

Select a deposit:  Select

### Undergraduate Entrance Deposit

Deposit name	Undergraduate Entrance Deposit
Deposit description	UG Entrance Deposit Fall
Term	Fall 2023
Payment amount	\$500.00

Cancel Continue

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Confirm that the correct deposit has been selected and click Continue.



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Make Payment

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Logged in as: | Logout

My Account My Profile Make Payment Payment Plans Deposits Refunds Help

## Deposit Payment

Deposit Payment Deposit History

Amount Method Confirmation Receipt

Amount: \$500.00

Method\*

- Select Method
- Credit Card
- Credit or Debit Card
- Other Payment Methods

Electronic Check (checking/savings)

**Electronic Check** - Payments can be made from a personal checking or savings account.

**Debit and Credit Card** - We accept the following credit and debit cards.

VISA Mastercard American Express DISCOVER iCard

Back Cancel Continue

\* Indicates required information

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Select your payment method from the dropdown, then click Continue.



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Make Payment

test.secure.touchnet.net:8443/C20950test\_tsa/web/make\_payment.jsp

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Logged in as | Logout

My Account My Profile Make Payment Payment Plans Deposits Refunds Help

### Deposit Payment

Deposit Payment Deposit History

Amount Method Confirmation Receipt

Amount: \$500.00

Method\*: Credit or Debit Card

Account Information

\* Indicates required fields

\*Card number:

Back Cancel Continue

Electronic Check - Payments can be made from a personal checking or savings account.  
Debit and Credit Card - We accept the following credit and debit cards.

VISA MasterCard AMERICAN EXPRESS DISCOVER PAYPAL

If making a credit card payment, enter your card number and click Continue.



Make Payment

test.secure.touchnet.net:8443/C20950test\_tsa/web/make\_payment.jsp

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Logged in as | Logout

My Account My Profile Make Payment Payment Plans Deposits Refunds Help

### Deposit Payment

Deposit Payment Deposit History

Amount Method Confirmation Receipt

Amount: \$500.00

Method: Credit or Debit Card

\* Indicates required information

**Account Information**

\* Indicates required fields

\*Card account number: xxxxxxxxxxxx1111

\*Name on card:

\*Card expiration date: 05 2024

**Cardholder Billing Information**

\*Country: UNITED STATES

\*Billing address:

Billing address line two:

\*City:

\*State: Select State

\* Postal Code:

Save this payment method for future use

Save payment method as:   
(example My CreditCard)

Back Cancel **Continue**

Electronic Check - Payments can be made from a personal checking or savings account.  
Debit and Credit Card - We accept the following credit and debit cards:

VISA MASTERCARD DISCOVER AMERICAN EXPRESS

Enter all required fields and click Continue.



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Make Payment

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My Account My Profile Make Payment Payment Plans Deposits Refunds Help

### Deposit Payment

Deposit Payment Deposit History

Amount Method Confirmation Receipt

Please review the transaction details, then submit your payment.

**Payment Information**

Item Description	Term	Account	Amount
Undergraduate Entrance Deposit	Fall 2023	DOEN	\$500.00
<b>Total Payment Amount</b>			<b>\$500.00</b>

**Paid To**  
Lehigh University

**Confirmation Email**  
lehighstudent@gmail.com

**Selected Payment Method**

Account: [VISA](#)  
Expiration Date: 05 / 24  
Billing Address: John Doe  
215 Main St  
Bethlehem, PA 18015  
UNITED STATES

[Change Payment Method](#)

[Back](#) [Cancel](#) [Submit Payment](#)

Review and click Submit Payment.



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## Deposit Payment

Deposit Payment | Deposit History



Your payment in the amount of \$500.00 was successful. A confirmation email was sent to lehighstudent@gmail.com. Please print this page for your records. To view all deposit payments, go to Deposits > Deposits History.

Payment date:	5/2/23	Paid to:	Lehigh University UNITED STATES
Amount paid:	\$500.00	Web address:	https://testsecure.touchnet.net:8443/C20950test_tsa/web
Transaction type:	Purchase	Payment method:	VISA - xxxxxxxxxxx1111 <small>Card not present for this transaction</small>
Student name:	Luke M. Coolbaugh	Name on card:	John Doe

Print



Make Payment

test.secure.touchnet.net:8443/C20950test\_tsa/web/make\_payment.jsp

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My Account My Profile Make Payment Payment Plans Deposits Refunds Help

### Deposit Payment

Deposit Payment Deposit History

Amount Method Confirmation Receipt

Amount: \$500.00

Method: Electronic Check (checking/savings)

**Account Information**

\* Indicates required fields

You can use any personal checking or savings account. Do not enter other accounts, such as corporate account numbers, credit cards, home equity, or traveler's checks. Do not enter debit card numbers. Instead, enter the complete routing number and bank account number as found on a personal check.

\*Account type:  Select account type:

\*Routing number: (Example)

\*Bank account number:

\*Confirm account number:

**Billing Information**

\*Name on account:

\*Billing address:

Billing address line two:

\*City:

\*State:

\*Postal Code:

**Option to Save**

Save this payment method for future use

Save payment method as: (example My Checking)

**Refund Options**

Only one account can be designated to receive refunds.

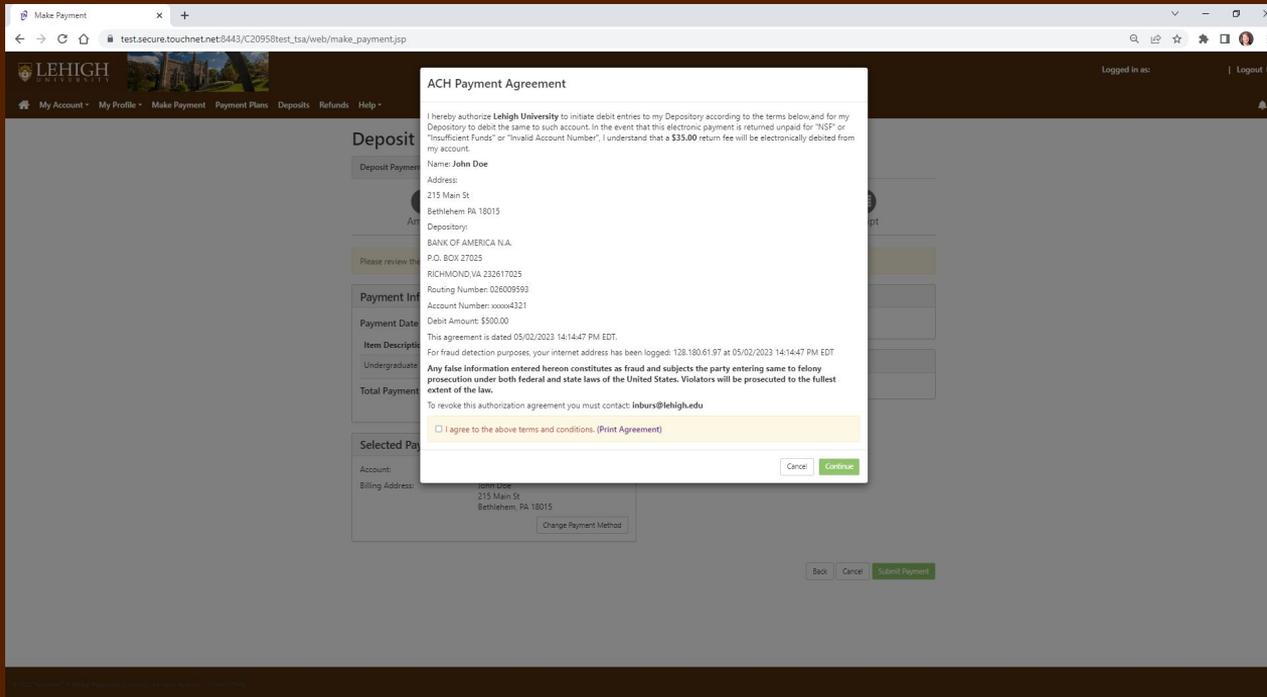
Check here if you would like refunds to be deposited into this account.

Electronic Check - Payments can be made from a personal checking or savings account. Debit and Credit Card - We accept the following credit and debit cards.

If paying by Check, you must select Account Type and complete all required fields. Then click Continue.



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You must confirm the ACH Payment Agreement, then click Continue.



Make Payment

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My Account My Profile Make Payment Payment Plans Deposits Refunds Help

### Deposit Payment

Deposit Payment Deposit History

Amount Method Confirmation Receipt

Please review the transaction details, then submit your payment.

Payment Information			
Payment Date			5/2/23
Item Description	Term	Account	Amount
Undergraduate Entrance Deposit	Fall 2023	DOEN	\$500.00
Total Payment Amount			\$500.00

Paid To	
Lehigh University	

Confirmation Email	
lehighstudent@gmail.com	

Selected Payment Method	
Account:	WEBCHECK*****4321
Billing Address:	John Doe 215 Main St Bethlehem, PA 18015

Change Payment Method

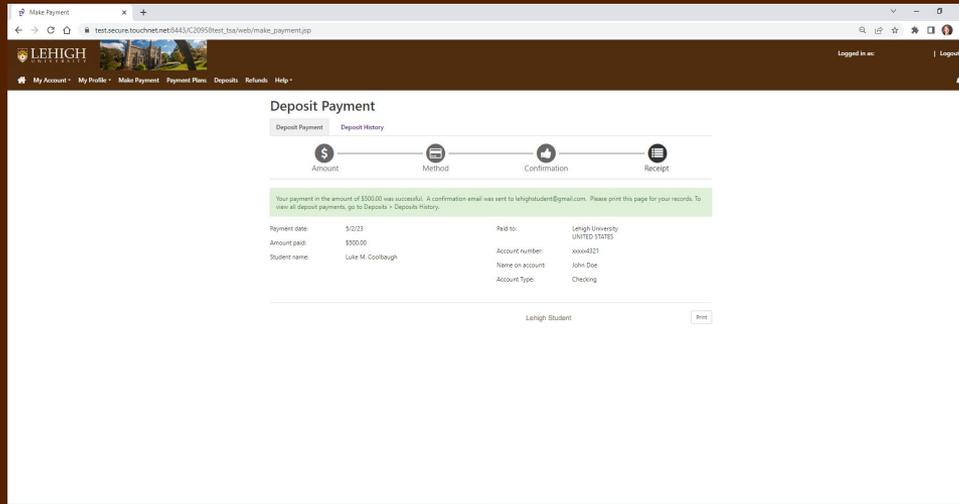
Back Cancel **Submit Payment**

Review and click Submit Payment.



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Regardless of your payment method, a receipt will be displayed once you have successfully submitted your deposit.



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