Student: Making a Payment

1. Go to go.umkc.edu/Pathway.

2. Type in your UMKC SSO ID (this is the part of your UMKC email before the @ symbol) and password and click “Sign In.”  
   Note: If this is the first-time on Pathway, you must E-Consent, by clicking UM E-Consent on the bottom of the left menu. This will log you out and when you re-enter, you will see the full Student Center tile group.

3. Click on Financial Account. Click on the Log Into TouchNet link in the middle of the page that appears.  
   Note: Pop-up Blockers must be disabled at this step.

4. You will be directed to a UM System site and will need to re-enter your UMKC SSO ID and password in order to authenticate in to the TouchNet system.
5. Once authenticated, the TouchNet site will appear. The first time you log in each semester, you will be presented with the option to purchase tuition insurance. At the bottom of that pop-up, you can elect to purchase or decline. After selecting an option, you will be taken to the main TouchNet page, as pictured below. You will be able to see your total balance and any current statements will appear on the bottom of the Welcome screen. If you know how much you want to pay, click on Make Payment or use the Express Pay box. If you are wanting to make a minimum payment, but unsure of the amount or would like to view details of your most recent bill, click on View Statements. You can also look at current activity to see any changes that have been made to your account since the last statement.

6. Once you have determined your payment amount and clicked on Make Payment the system will immediately take you to the Account Payment process. First, select the date you would like the payment to be initiated. Keep in mind that this date MUST occur on or prior to the payment due date in order to avoid late fees, but you are able to schedule a future payment for your convenience. Then, you can either pay toward the current account balance or make the payment based on the amount still owed for a particular term. In either case, you will need to enter the
Student: Making a Payment

amount that you would like to pay in the box provided. **Note: you should NOT include a dollar sign in your typed amount.** Click Continue.

7. If you have no payment profiles on record, you will select your method of payment and can save those details as a payment method for your own future use. **Please note that neither the Cashiers Office nor an authorized user can access the details of your preferred payment method.** If you have already set up a Payment Profile, the payment method will default to your preferred method. If you would like to use a different Payment Method, click on cancel and select a different method.
8. If you are paying via eCheck, fill out the account details, taking special care to verify the routing and account numbers are correct, and click continue. An ACH payment agreement will appear for your confirmation. Click agree and continue. Finally, you must also hit the "Submit Payment" button on the confirmation screen in order for the payment to process. Please note that a returned echeck transaction will incur a $25.00 returned check fee, regardless of the return reason, so it is very important that you review the information that you entered closely.

International Students - Pay by local bank transfer and in your local home currency. Visit the Home icon and select the Transfer Funds link within the Financial Data section.

ACH Payment Agreement

I hereby authorize University of Missouri-Kansas City to initiate debit or credit entries to my Depository according to the terms below and for my Depository to debit or credit the same to such account. In the event that this electronic payment is returned unused for any reason, I understand that a $25.00 return fee will be added to my student account.

Name:
Address:
Depository:
Routing Number:
Account Number:
Debit Amount:
$100

This agreement is dated 11/10/2021 13:03:32 PM CST
For fraud detection purposes, your internet address has been logged at 11/10/2021 13:03:32 PM CST
Any false information entered herein constitutes fraud and subjects the party entering same to felony prosecution under both federal and state laws of the United States. Violations will be prosecuted to the fullest extent of the law.

To revoke this authorization agreement you must contact cashier@umkc.edu

Agree to the above terms and conditions (Print Agreement)
If you paid via e-check, this payment is now complete, and you will receive an email confirmation. The payment will reflect on your student account immediately and generally appears as a debit to your personal banking account in 1-3 days. However, we do have a 10-day waiting period for any e-check payments to allow them to clear your banking institution before transcripts or diploma may be released. If you need a transcript or diploma before the 10-day hold period, you can provide UMKC Cashiers with documentation from your bank showing the check or echeck has been presented and cleared.
9. If you are paying via credit card, you will need to select payment method of Credit Card via PayPath. Please note that credit card payments do incur a non-refundable service fee of 2.85% with a minimum charge of $3.00. Click Continue and the confirmation screen will allow you to “Continue to Paypath”. The PayPath system will open in a new window so pop-up blockers will need to be disabled.
Student: Making a Payment

Account Payment

Please review the transaction details. Clicking Continue will open a new window, where you will complete your transaction.

Payment Information

<table>
<thead>
<tr>
<th>Term</th>
<th>Account</th>
<th>Amount</th>
</tr>
</thead>
<tbody>
<tr>
<td>Fall 2021</td>
<td>Student Account</td>
<td>$1.00</td>
</tr>
<tr>
<td></td>
<td>Total Payment Amount</td>
<td>$1.00</td>
</tr>
</tbody>
</table>

Paid To

University of Missouri-Kansas City
5100 Rockhill Rd.
Kansas City, MO 64110

Confirmation Email

sumkc.edu (Primary)

Selected Payment Method

Account: TOUCHNET PAYPATH

[Change Payment Method]

[Back] [Cancel] [Continue to PayPath]
Student: Making a Payment

10. Confirm the Transaction details and click Continue. Another reminder regarding the assessment of a service fee will appear you will need to Continue through that as well.

Welcome to the PayPath Payment Service!

This service allows you to make real-time Credit or Debit card payments for University of Missouri-Kansas City student accounts. PayPath accepts most major Credit/Debit cards for your convenience. A non-refundable PayPath service charge of 2.85% (minimum $3.00) will be added to your card payment. You will be given an opportunity to approve your payment prior to processing. Your campus also accepts ACH bank transfers outside of this service without charge. Thank you for using PayPath.

<table>
<thead>
<tr>
<th>Transaction Details</th>
</tr>
</thead>
<tbody>
<tr>
<td><strong>Student ID</strong></td>
</tr>
<tr>
<td>- Student Account</td>
</tr>
<tr>
<td><strong>Term to credit</strong></td>
</tr>
<tr>
<td>Fall 2021</td>
</tr>
<tr>
<td><strong>Amount</strong></td>
</tr>
<tr>
<td>$1.00</td>
</tr>
</tbody>
</table>

PayPath Payment Service accepts:

[Visa, Mastercard, Discover, American Express, and others]
11. Enter the Credit Card details and billing information.

12. Review the payment transaction and agree to the terms and conditions. Please note the PayPath Payment Service Fee amount will show again on this page and be calculated at the amount specific to this payment (2.85% of transaction amount with a minimum charge of $3.00). Check the box to confirm your agreement and understanding and then click on the Submit Payment button. Note that the Submit Payment box will not become available until you have checked the box agreeing to the terms and conditions.

Your credit card payment is now made on the student account. You should receive an email confirmation and that payment will reflect immediately on Pathway. Any service indicators or holds update automatically in an overnight process.
Student: Making a Payment

Please review the transaction details and agree to the terms and conditions below. Clicking Submit Payment will finalize your transaction.

Payment to University of Missouri-Kansas City: $4.00
PayPath Payment Service Fee: $3.00
Total payment amount: $4.00

School name:
Payee name:
Billing address:
City:
State:
Zip code:
Email address:
Phone number:
Card account number:
Browser internet address:
Business correspondence address:

Terms and Conditions

I hereby authorize charges totaling $4.00 via my credit card. I understand that a PayPath Payment Service fee of $3.00 will be charged to my credit card and is not refundable under any circumstances.

[ ] I agree to the terms and conditions.

Change Information  Cancel  Submit Payment