



Guide to Financial Settlement

NOW THAT YOU'RE A HUSKY:

The Cashier's Office is here to assist you in your payment settlement as you continue your academic journey. Follow the steps below to pay your bill. Payments are due one week before classes start each semester.

1 ACCESS YOUR HUSKY ID AND USERNAME

As a new student, you will need a HuskyID (H Number) and username to perform many necessary functions. You may locate your HuskyID and username by clicking the "Husky Username link" [HBU.edu/username](http://huskynetsso.hbu.edu)

<http://huskynetsso.hbu.edu> (New Students)
<http://huskynetsso.hbu.edu> (Returning Students)

2 CLICK ON THE "STUDENT" TAB



Personal Information **Student** Financial Aid My CLW Points

Search Go

RETURN TO MENU SITE MAP HELP EXIT

Student

Class Schedule
*View A Listing Of Classes Offered By Term

Registration
*Register or Add/Drop Courses
*Check Registration Status
*View Override Course Approvals
*View Class Schedule

Student Records
*View Your Holds
*View Your Grades
*View Account Summary<->*Make a HBU Payment/Payment Plan

HBU Parking Registration for Decals
*HBU Parking Registration

HBU - Make a Payment/Payment Plan
* HBU Payment/Payment Plan Options

Link to Office of the Registrar's Website

HBU Math Placement Information (ALEKS)
* Take your ALEKS math placement assessment for the first time

RELEASE: 8.8.2

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3 CLICK "HBU – MAKE A PAYMENT/PAYMENT PLAN"

Personal Information **Student** Financial Aid My CLW Points

Search Go

RETURN TO MENU SITE MAP HELP EXIT

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4 CLICK "CONTINUE"

Personal Information Student Financial Aid My CLW Points

Search Go SITE MAP HELP EXIT

TouchNet Button

Continue

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5 YOU WILL BE TAKEN TO "TOUCHNET"

HBU Logged in as: [redacted] | Logout

My Account Make Payment Payment Plans Deposits Help

Announcement

Summer 2018 refunds will be processed AFTER July 13, 2018 and it is encouraged to enroll in direct deposit. If your account and routing number has NOT changed then you do NOT need to submit another direct deposit form which is available online at www.hbu.edu/payment. The payment due dates for on-campus and online students can be found online at www.hbu.edu/payment. If you are an on-campus student the last day to submit the summer 2018 parking waiver is July 13, 2018 and September 12, 2018 for fall 2018. You can locate the parking waiver online at www.hbu.edu/payment.

Student Account ID: xxxxx

Balance	\$16,415.00
Estimated Financial Aid	\$4,000.00
Balance Including Estimated Aid	\$12,415.00

View Activity Enroll in Payment Plan Make Payment

My Profile Setup

- Authorized Users
- Payment Profile
- Auto Bill Pay
- Notifications

Statements

Your latest eBill Statement (6/7/18) Fall 2018 eStatement : \$12,415.00 View

Term Balances

Fall 2018	\$12,415.00
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6 CLICK "ENROLL IN PAYMENT PLAN" OR "MAKE PAYMENT"

HBU Logged in as: [redacted] | Logout

My Account Make Payment Payment Plans Deposits Help

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7 SELECT TERM FOR THE DESIRED PAYMENT PLAN

8 CLICK “SELECT” FOR THE PAYMENT PLAN OF YOUR CHOICE

Payment Plan Enrollment

Select — Schedule — Agreement

Select Term: Fall 2018 Select

Plan Name	Setup Fee	Installments	Action
6 Month Fall 2018 Plan	\$50.00	6	Details Select
5 Month Fall 2018 Plan	\$50.00	5	Details Select
4 Month Fall 2018 Plan	\$50.00	4	Details Select
3 Month Fall 2018 Plan	\$50.00	3	Details Select
2 Month Fall 2018 Plan	\$50.00	2	Details Select

9 REVIEW, CLICK CONTINUE, AND USE PAYMENT METHOD TO COMPLETE FIRST INSTALLMENT

Payment Plan Enrollment

Select — Schedule — Agreement

6 Month Fall 2018 Plan

Please review your payment schedule carefully before completing your enrollment. Also, please note that amounts listed on this page may include account activity that is more recent than any billing statement you might have received. In the [Account Activity page](#), you can review all recent charges and credits to your account.

Eligible Charges and Credits			Payment Schedule		
Description	Charges(\$)	Credits(\$)	Description	Due Date	Amount(\$)
Scholarships		4,000.00	Setup fee	Due now	50.00
Tuition	15,240.00		Installment 1	7/30/18	2,069.17
General Fee	605.00		Installment 2	8/30/18	2,069.17
Parking Sticker	150.00		Installment 3	9/28/18	2,069.17
Technology Fee	420.00		Installment 4	10/30/18	2,069.17
			Installment 5	11/30/18	2,069.17
			Installment 6	12/28/18	2,069.15
			Total of installments:		12,415.00
			Total fees:		50.00

Optional downs payment:

Back Cancel Continue



Guide to Financial Settlement



OPTIONAL: ADD ADDITIONAL USERS FOR ACCESS TO YOUR BILL AND PAYMENTS

The screenshot shows the HBU student account portal. At the top, there is a navigation bar with links for My Account, Make Payment, Payment Plans, Deposits, and Help. The user is logged in as 'xxxxx' and has a Logout button. The main content area is divided into several sections:

- Announcement:** A text box containing information about Summer 2018 refunds and enrollment requirements.
- Student Account:** A table showing account balances:

Balance	\$16,415.00
Estimated Financial Aid	\$4,000.00
Balance Including Estimated Aid	\$12,415.00

 Below the table are buttons for View Activity, Enroll in Payment Plan, and Make Payment.
- Statements:** A section showing the latest eBill Statement (6/7/18) Fall 2018 eStatement for \$12,415.00, with a View button.
- My Profile Setup:** A vertical list of options: Authorized Users (highlighted with an orange arrow), Payment Profile, Auto Bill Pay, and Notifications.
- Term Balances:** A table showing the balance for Fall 2018:

Fall 2018	\$12,415.00
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