



Michigan Technological University

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Home Academics Billing & Payments Financial Aid My Account Quick Links Work

Quick Links

- Michigan Tech Email
- Canvas
- Card Services
Review your Husky Card balances
- Library
- Report a Concern

My Account

- Student Profile
- Preferred Name/Pronouns
- Guest Access
Student setup for Guest Access
- Change Password
- Safety First Alert
- Emergency Contacts
Choose "Personal Information"

Billing & Payments

- Payments Page - Student Bill / Confirm Enrollment
- Pay Student Health Insurance, Graduate School Fees, Broomball, Quad Core Fitness, Apartment Deposit
- Enable Direct Deposit Updates
- Direct deposit issues? contact Payroll Services for payroll, or Financial Services for non-payroll
- Student Account Detail

Available Payment Types

View/Pay Student Bill

- [Student Account Detail](#)
- [Account Summary By Term](#)
- [Non-Payroll Direct Deposit Destination](#)
- [Tax Notification \(1098-T\)](#)
- [Guest Access](#)
- [Manage payment plan](#)

- ✔ Log in to the [Michigan Tech Experience](#) portal. From the Experience dashboard, locate and select the **Billing and Payments** card.

Within the **Billing and Payments** card, click the **Payments Page - Student Bill/Confirm Enrollment** link. This will take you to the Student Account Services payment page.

Select **View/Pay Student Bill** from the payment page.

Payments

If you have questions about your payments, please contact the Student Financial Service Center at 906-487-2622 or student-billing@mtu.edu

View/Pay Student Bill

Description	Charges	Payments
Balance Forward - Prior Terms	\$0.00	
Spring Tuition - Michigan Res	\$5,000.00	
Total Charges Less Credits	\$5,000.00	
Financial Aid (Authorized/Memoed) and Additional Resources/Scholarships		
Total Authorized or Memoed Aid		\$0.00
Total Due	\$5,000.00	

Your enrollment **HAS NOT BEEN** confirmed. To confirm, pay the amount due.

[Click here for information on an OPTIONAL payment plan.](#)

A \$50 late enrollment fee will be charged for confirming enrollment after 5pm (Eastern), August 26.

- ✔ On the **Student Bill** page, select **Click Here for Information on Optional Payment Plans** to access the **PayMyTuition Payment Center**.

STATEMENTS E-DOCUMENTS **CREATE PROFILE**

Upon completing your profile you will be able to:

- Setup payment options and schedule your payments
- Add authorized users to your account
- Manage your refunds and setup auto-deposits

Last Name:
Preferred Email Address:

button below to setup your profile. You will be able to update your information prior to setting up

DETAILS

STUDENT INSTRUCTIONS

ADD AN AUTHORIZED USER TO YOUR PAYMYTUITION PROFILE

Step 1: Register for an Account with PayMyTuition

- ✓ Upon redirecting into the PayMyTuition portal, select **CREATE PROFILE** and select the **REGISTER DETAILS** button.

Log in Sign up

Last Name

Phone Number

Phone number*

Confirm password

Confirm password*

want to enable 2 factor authentication? OTP expires 3 min after receipt.

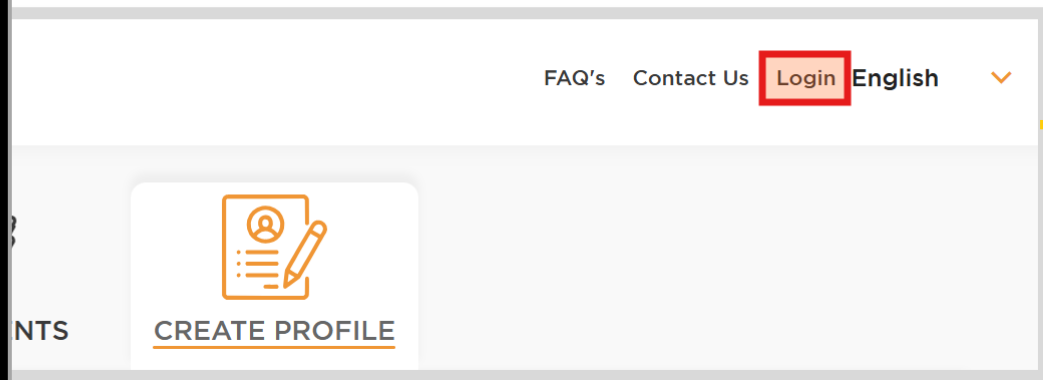
ke to receive your verification code?

CREATE AN ACCOUNT

- ✓ Complete the **LOGIN/SIGN UP** form requirements and select **CREATE AN ACCOUNT**.

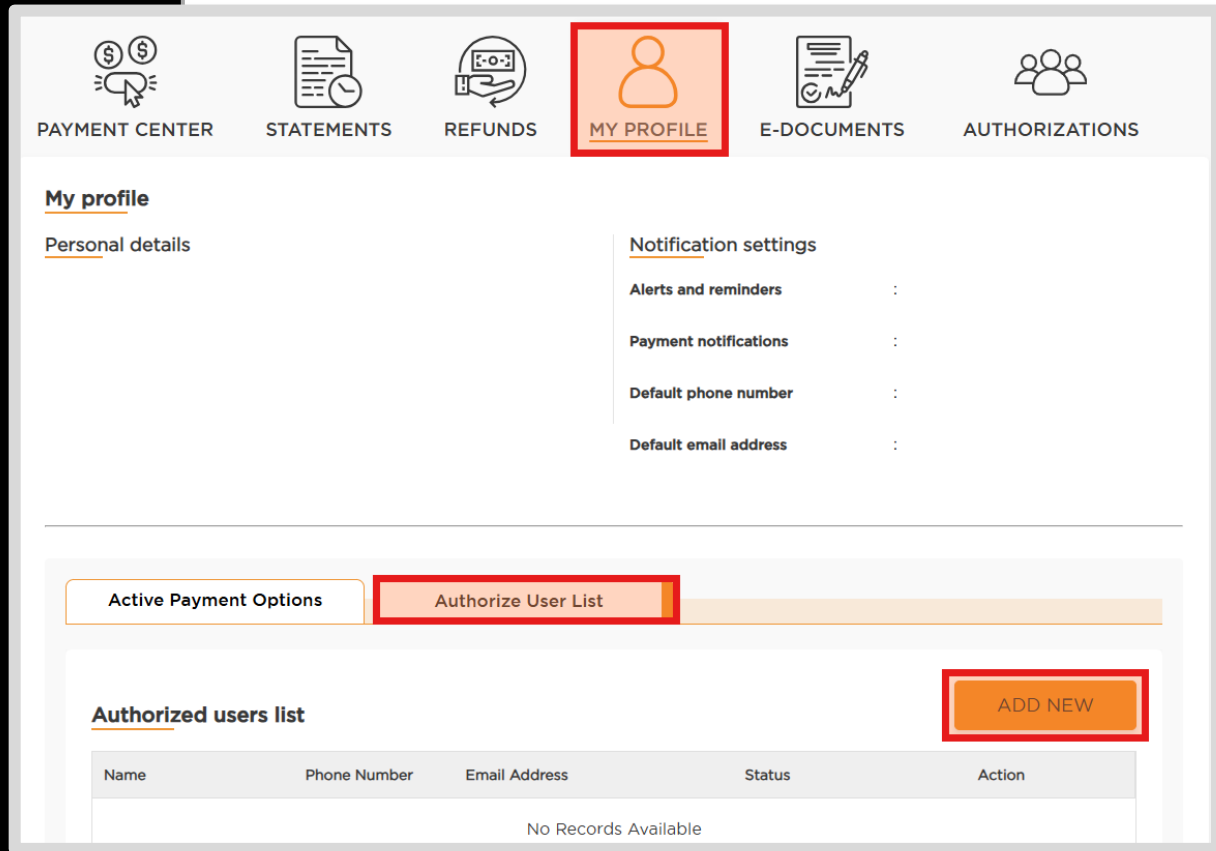
- ✓ Be on the look for an email from PayMyTuition confirming your profile has been created.

If you previously registered for an account with PayMyTuition, proceed to **Step 2**.



Step 2: Add an Authorized User

- ✓ Within the PayMyTuition portal, login to your PayMyTuition account.



- ✓ Select the **MY PROFILE** section and select **Authorize User List** at the bottom of the page. Select **ADD NEW**.

AUTHORIZED USER ✕

First Name*

Last Name*

Address*

Phone Number*

Do you like to allow this person to view your payment history and activity? ☐ No

Do you like to allow this authorized user to view all transactions? ☐ No

Do you like to allow this authorized user to view your electronic center? ☐ No

- ✔ Input the authorized user information. Remember to enable the correct permissions for the authorized user by toggling the security options available.
- ✔ Once the form is complete, select **ADD**. The authorized user will receive an email from PayMyTuition requesting they register as a user.

Active Payment Options | Authorize User List

Authorized users list

Name	Phone Number	Email Address	Status	Action
Jane Doe	0001112234	janedoe123@gmail.co...	Pending	View Edit Delete Resend

- ✔ Students can track the status of their authorized user request, edit authorized user details, delete the authorized user from their account, and resend the email link for registration within their Authorized users list dashboard.



ed User,

granted you access to their student financial account. Please click on the link below
account and establish your personalized login.

[register your account!](#)

questions, please contact us directly or your dedicated department at your

Support Team

studentrefunds@paymytuition.com

[+1.855.663.6839](tel:+18556636839)

[+1.905.305.9053](tel:+19053059053)

[+1.201.209.1939](tel:+12012091939)

Login

Email address

Email address*

Password

Password*



[Forgot your password?](#)

LOGIN

AUTHORIZED USER INSTRUCTIONS ACCESSING YOURPAYMYTUITION PROFILE

Step 1: Complete your Account Registration with PayMyTuition

- ✓ Authorized Users will receive an email from PayMyTuition with a request to register for an account. Select the link within the email to complete your account setup.

Step 2: Access your PayMyTuition Account as an Authorized User

- ✓ To access your PayMyTuition account as an Authorized User, visit <https://payment.paymytuition.com/login>.

Input your email address and password and select **Login** to access your students' Payment Center and view or action on payments.