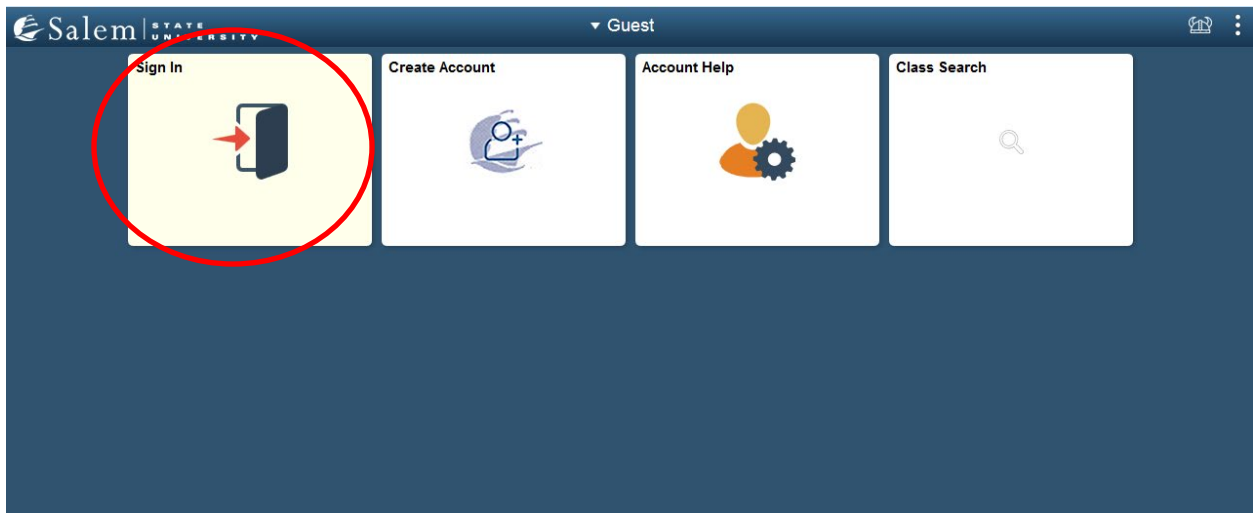


Student Navigation Center

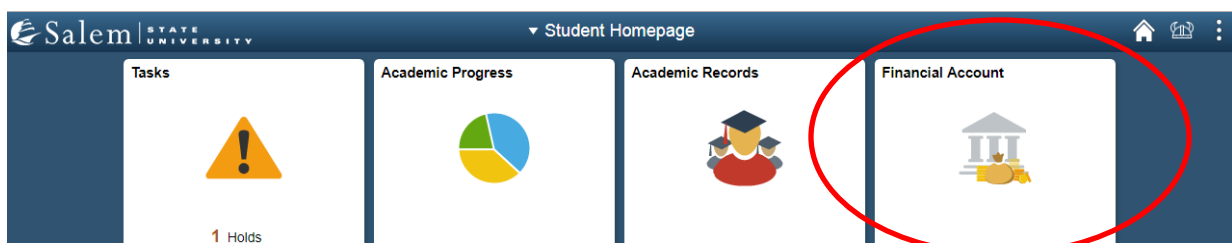
Salem State University offers students and their families the option of setting up a monthly, interest-free payment plan for each of the fall (5 installments), spring (5 installments) and summer (3 installments) semesters through their Navigator account (see charts below for additional details). Students will use TouchNet to establish a monthly payment plan (\$40 enrollment fee applies) and pay directly through that portal each month. Students are encouraged to set up automatic payments. Missed payments will result in a canceled plan.

How to: Make a Payment on My Payment Plan

1. Log into Navigator.

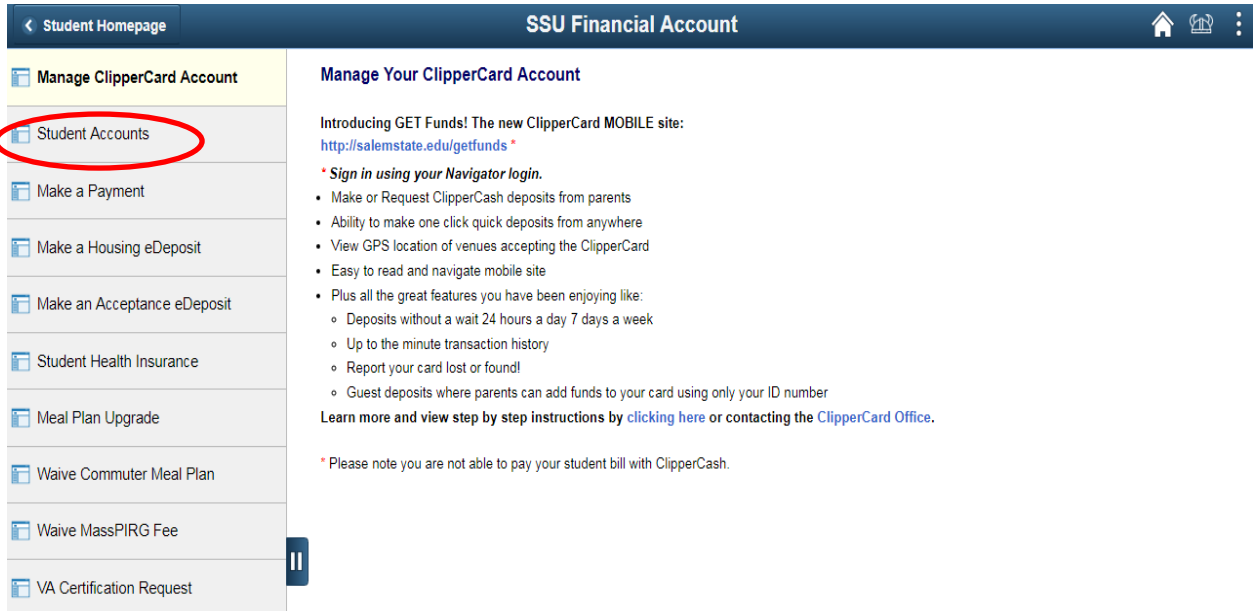


2. Once at the Student Homepage, click on "Financial Account".

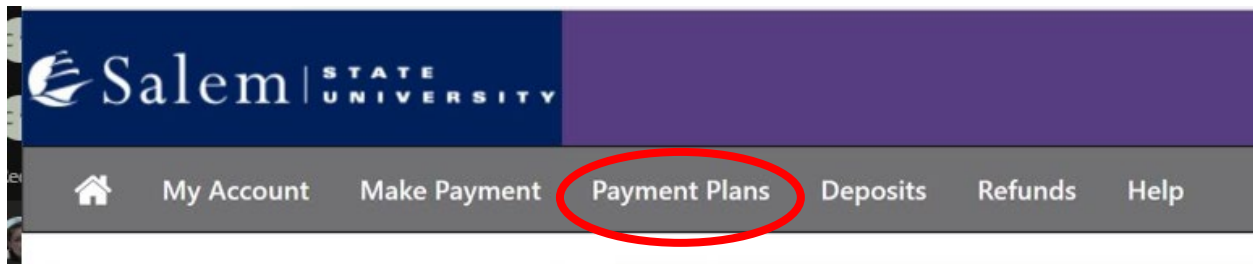


3. On the menu bar, click on "Student Accounts". Then follow the "Click Here" link to access TouchNet.

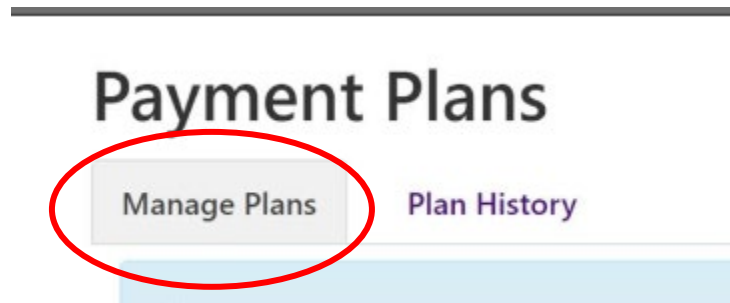
Note: Please make sure that pop-up windows are enabled.



4. In the menu-bar at the top of the page, click on "Payment Plans".



- The page will default to the "Manage Plans" tab located under the heading "Payment Plans". Here, you be able to make individual payments or schedule payments.





- To pay or schedule a payment, click on the gear button. To make a payment that is less than the amount showing, on the next screen, you will have the chance to change the amount. If scheduling a payment, please make sure that you have already set up your payment profile from My Profile. You will need to schedule payments for each monthly installment of your plan.

Past Due: Fall 2019 6 Month

Plan name	Past Due: Fall 2019 6 Month	Setup fee	\$40.00
Enrolled by	[REDACTED]	Payoff amount	\$5,000.00
Enrollment date	3/12/21		
Term	Fall 2019		

[View Agreement](#) [Pay off Plan](#)

Installment	Due Date	Status	Payer	Payment Date	Method	Amount Due	Action
Past Due: Fall 2019 6 Month -- Installment 1 of 5	4/12/21	Unpaid				\$360.00	
Past Due: Fall 2019 6 Month -- Installment 2 of 5	5/12/21	Unpaid					
Past Due: Fall 2019 6 Month -- Installment 3 of 5	6/12/21	Unpaid				\$1,160.00	

The screenshot shows a table of installments. The first row is circled in red, and a dropdown menu is open over the gear icon in the 'Action' column, showing options for 'Pay' and 'Schedule'.

TIP: Make certain each installment is set up for automatic payments to ensure plans are not canceled. If the payment plan is canceled, please contact the Student Navigation Center to see what options are

available. The Student Navigation Center can be reached at 978-542-8000 or at NavCenter@salemstate.edu.

NOTE: We accept all major credit cards. A 2.95% non-refundable service fee (\$3 minimum fee) for domestic credit cards and 4.25% non-refundable service fee for international credit cards, will be assessed by our credit/debit card processor for credit/debit card payments.