



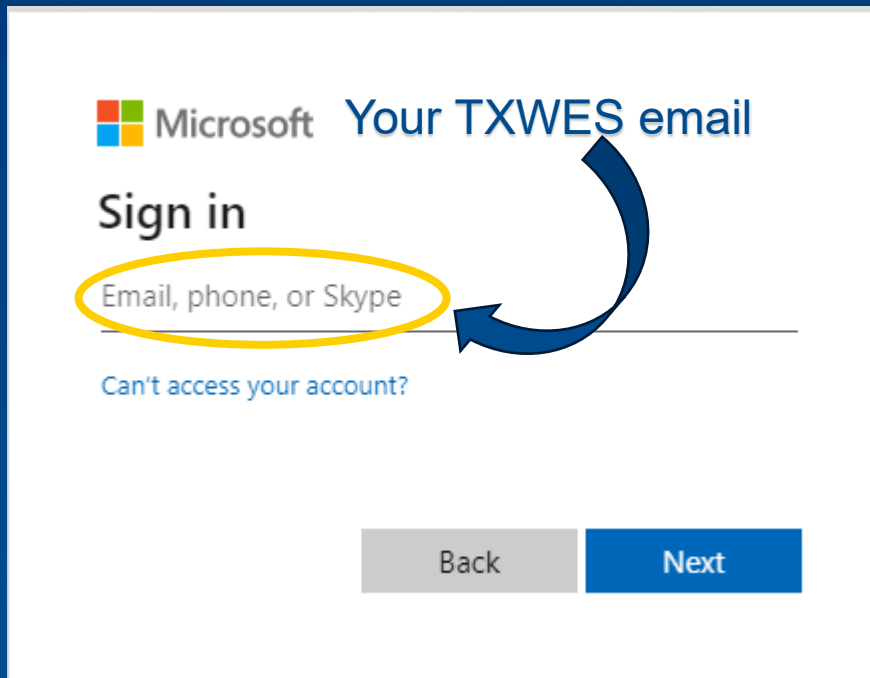
Texas Wesleyan
UNIVERSITY

Making an Account Payment

How-To with Transact

Getting to Transact

Step 1: go to <https://txwes.edu/ramlink> and login



Microsoft Your TXWES email

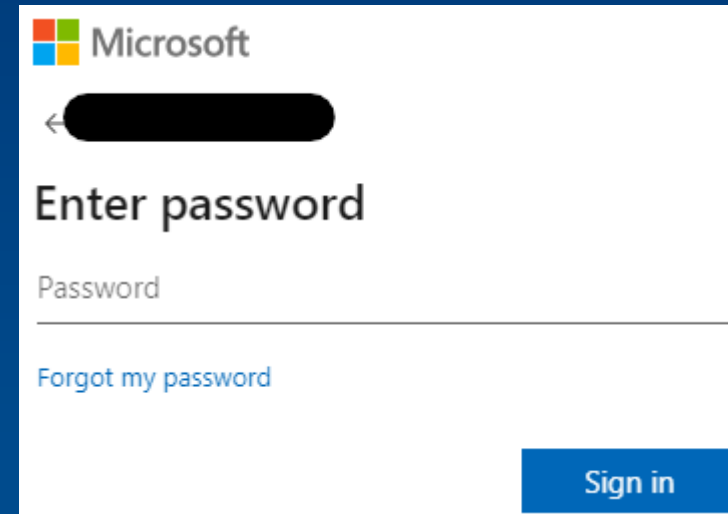
Sign in

Email, phone, or Skype

Can't access your account?

Back Next

This screenshot shows the Microsoft sign-in page for TXWES email. The text "Email, phone, or Skype" is circled in yellow, and a blue arrow points from the "Your TXWES email" text to this circled text. Below the input field are "Back" and "Next" buttons.



Microsoft

← [Redacted]

Enter password

Password

Forgot my password

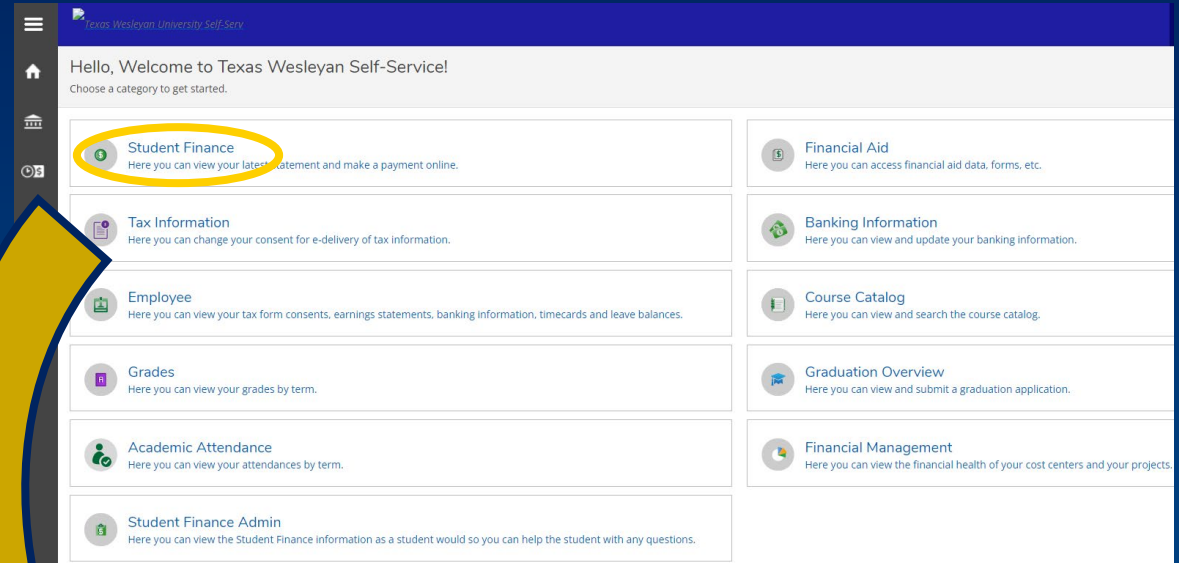
Sign in

This screenshot shows the Microsoft password entry screen. It features a back arrow, a redacted input field, the text "Enter password", a "Password" label, a "Forgot my password" link, and a "Sign in" button.



- Step 2: select the Student Finance tile

- Step 3: click on “Make a Payment”



Financial Information • Student Finance • Account Summary

Account Summary

View a summary of your account

Account Overview

Amount Due 1/3/2024	\$7,086.75
+ Amount Overdue	\$0.00
= Total Amount Due	\$7,086.75

[Make a Payment](#)

Total Account Balance

2024 Spring Reporting Term	\$7,086.75
2023 Fall Reporting Term	\$0.00
2023 Spring Reporting Term	\$0.00
2022 Fall Reporting Term	\$0.00
2022 Spring Reporting Term	\$0.00
2021 Fall Reporting Term	\$0.00

[Account Activity](#)

This should re-direct
you to Cashnet

- Step 4: Enter your 7
digit student ID number
and password

User name

Password

Sign in

[Forgot password](#)



Now that you're in Cashnet

- In the menu on the left-hand side of the screen, select the option to “Make a Payment”


or

- Click on the “Make a Payment” button in the bottom right-hand corner of the screen

The screenshot displays the 'Overview' page of the Cashnet system for Texas Wesleyan University. On the left, a dark blue navigation menu contains several options: 'My Account', 'Overview', 'Activity Details', 'Payment Plans', 'Make a Payment' (highlighted with a yellow circle), 'Transactions', 'Statements', 'Help', and 'Sign Out'. The main content area features a white header with the university logo and the title 'Overview'. Below this, a dark blue banner shows the user's profile and a balance of \$15,432. A 'Summary' section follows, displaying the 'Term Balance (2022 Fall Reporting Term)' as \$15,432.00 and the current 'Balance' as \$15,432.00. A 'Payment plans' section is also visible, with a call to action: 'Need to enroll in a payment plan?' and a button for 'View payment plan options'. At the bottom right of the page, a dark blue button labeled 'Make a payment' is prominently displayed.



Before making your payment, you will see a breakdown of your account balance by semester.



Make a Payment

Pay amount

How much would you like to pay?

Balance items


Check all | 0 of 2 selected

Description	Balance	Amount
<input type="checkbox"/> Fall 2022: Due Date 5th of Month AUTO PAY <i>\$1,278 payment scheduled 8/5/22</i> View payment plan details ▾	\$5,112.01	<input type="text" value="\$0.00"/> ▾ <i>Maximum \$5,112.01</i>
<input type="checkbox"/> Term Balance (2021 Spring Reporting Term)	\$125.00	<input type="text" value="\$0.00"/> ▾ <i>Maximum \$125</i>

Total balance \$5,237.01

Pay amount **\$0.00**

Remaining balance \$5,237.01



- Select the balance amount to be paid

Total balance \$5,237.01
Pay amount \$1,278.00
Remaining balance \$3,959.01

Would you like to pay for something else?

Available items

Library Book Fine
[View details](#)

Parking Fine
[View details](#)

Replacement ID Card
\$15.00
[View details](#)

You can also make payments on account fines

* Indicates required field

Payment 1 item **\$1,278**

Cancel **Checkout**

Texas Wesleyan UNIVERSITY

Balance items

Check all 62 selected

Description	Balance	Amount
<input checked="" type="checkbox"/> Fall 2022: Due Date 5th of Month AUTO PAY \$1,278 payment scheduled 8/5/22 View payment plan details	\$5,112.01	\$1,278.00 Due 8/5/22 \$1,278.00 Balance \$5,112.01 Other amount

\$1,278
Payment scheduled 8/5/22
AUTO PAY

- 1 **\$1,278** Payment received
- 2 **\$1,278** Payment scheduled 8/5/22
- 3 **\$1,278** Payment scheduled 9/5/22
- 4 **\$1,278** Payment scheduled 10/5/22
- 5 **\$1,278.01** Payment scheduled 11/5/22

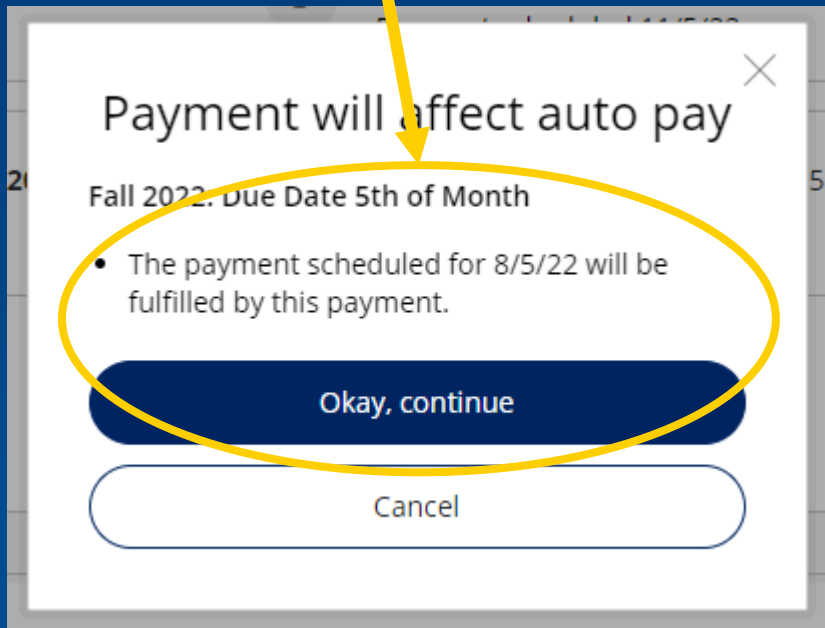
Term Balance (2021 Spring Reporting Term) \$125.00
Maximum \$125

Total balance \$5,237.01
Pay amount \$1,278.00
Remaining balance \$3,959.01

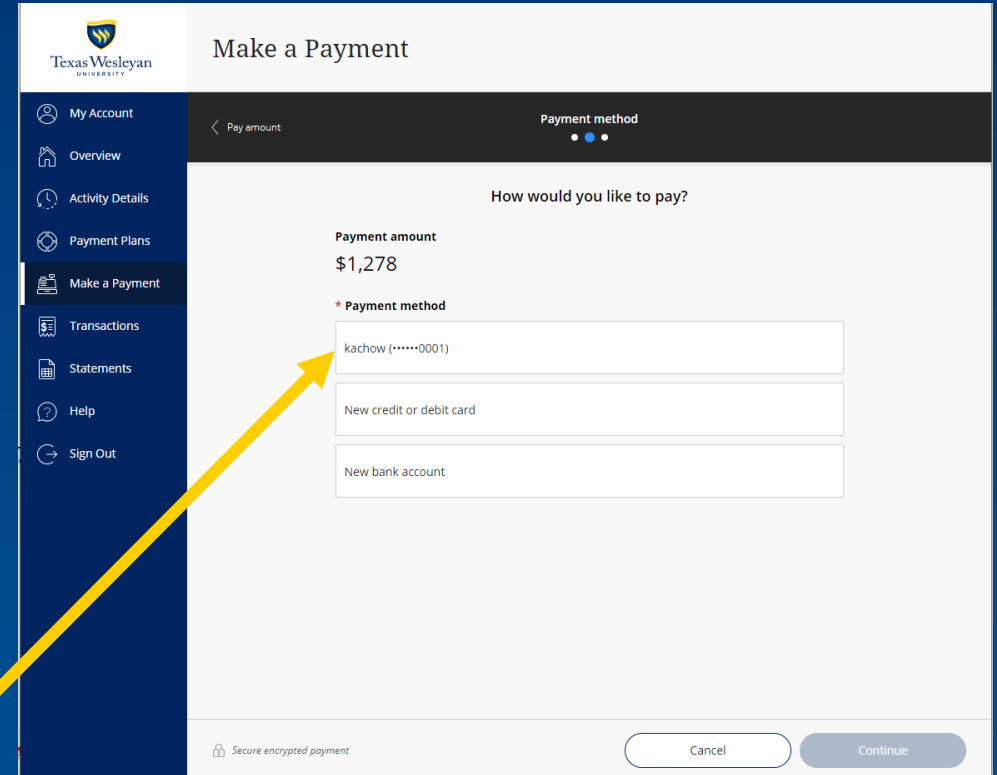
- Then click "Checkout"



If you are in a payment plan, making a payment for the same term will affect auto pay.



- **Select your payment method**
 - Payments using a cred/debit card have a 2.75% service charge
 - Payments using a bank account have \$0.50 service charge



Any previously saved payment methods will appear in the options list.



- If you are using a new payment method, you'll need to supply the required information.

Credit Card

The screenshot shows a mobile app interface for selecting a payment method. The title is "Payment method" with a progress indicator. The main heading is "How would you like to pay?". The "Payment amount" is \$1,313. The "Payment method" dropdown is set to "New credit or debit card" with a "Change" link. Below this are logos for American Express, Discover, JCB, MasterCard, and Visa. The "Card number" field is empty with a "Card number required" error message. The "Expiration date" field is empty with a "MM / YY" placeholder. The "Security code" field is empty with a "Security code" label and a help icon. The "Zip/Postal code" field is empty with a note for international cardholders. The "Card nickname" field contains "My card" with a "Maximum 17 characters" note. At the bottom are "Cancel" and "Continue" buttons and a "Secure encrypted payment" lock icon.

Bank Account

The screenshot shows a mobile app interface for selecting a bank account as a payment method. The title is "How would you like to pay?". The "Payment amount" is \$1,313. The "Payment method" dropdown is set to "New bank account" with a "Change" link. An important note states: "Important: Payments can be made from personal checking or savings accounts only. Corporate accounts are not allowed." The "Account holder name" field is empty with an "Account holder name required" error message. The "Account type" has radio buttons for "Checking" and "Savings". The "Routing transit number" field is empty. The "Bank account number" and "Confirm bank account number" fields are empty. The "Bank account nickname" field contains "My bank account". At the bottom are "Cancel" and "Continue" buttons and a "Secure encrypted payment" lock icon.



- **Confirm the service charge**

Service charge

\$35.14

This site is owned and operated by Transact Campus, Inc. If you choose to make a payment with a credit or debit card using Transact Campus SmartPay, you will be charged a service charge of **\$35.14**, so your total amount is \$1,313.14. This charge is assessed by Transact Campus, Inc. Service charges are included in your transaction and are paid directly to Transact Campus, Inc. Service charges are non-refundable.

I acknowledge that I have read and accept the [terms and conditions](#) of the Transact Campus, Inc. user agreement and I understand that my transaction includes a non-refundable service charge of **\$35.14** for the use of Transact Campus SmartPay.

- **Payments using a credit/debit card are subject to a 2.85% service charge**
- **Payments using bank account information are subject to a \$0.50 service charge**



- Review your payment detail a final time, then hit “pay.”

Make a Payment

Review

Payment method

Last step! Let's make sure we have your correct information.

* Email address
lewis@txwes.edu

Summary [Change](#)

Fall 2022: Due Date 5th of Month	
Amount due 8/5/22	\$1,278.00
Subtotal	\$1,278.00
Service charge	\$35.14
Total	\$1,313.14

Payment details [Change](#)

Card number 5454	
Expiration date	07 / 25	
Zip/Postal code	72606	

This site is protected by reCAPTCHA and the Google [Privacy Policy](#) and [Terms of Service](#) apply.

Secure encrypted payment

Cancel Pay \$1,313.14

Make a Payment

\$1,313.14

Thank you for your payment

You have a remaining balance of \$3,959.01

The payment receipt #33 was sent to:
lewis@txwes.edu

Go to overview

- Once your payment is processed, you'll see the payment confirmation screen.
- You'll also receive an email receipt.

