

Making a Tour Deposit

Students can make a deposit towards the tour in two ways:

- 1 In person at the SFS cashiers desk, in the basement of the administrative building - be sure to tell the cashier what tour the deposit is for
- 2 Make a deposit in your touchnet account online following the steps below

Once you've made your deposit, please send your confirmation page to bradfee@andrews.edu or bring it to Buller 211

MAKING A TOUR DEPOSIT IN TOUCHNET

- Log in to your touchnet account at: https://secure.touchnet.net/C20366_tsa/web/caslogin.jsp
- Select "deposits" in the menu along the top of the page

Andrews University
Logged in as: Erica L. Bradfield | Logout

My Account My Profile Make Payment Payment Plans **Deposits** Refunds Help

Announcement
Welcome to the AU Student Account Center.
> ACH payments are for US non-...
View Account:

To sign up for direct deposit of your refunds, complete your setup in the Refund Account Setup page.

My Profile Setup
Authorized Users
Personal Profile

- On the deposit screen, select the current term from the drop down menu, then click 'select'

Deposit Payment

Deposit Payment Deposit History

Amount Method Confirmation Receipt

Select a term then deposit payment account you would like to make a payment toward

Select a term

- ✓ Select Term
- University Apartments October 2024
- Fall 2024

Select

- Select "SSBS Tour - Peru" in the 'select a deposit menu', then click the 'select' button

Amount Method Confirmation

Select a term then deposit payment account you would like to make a payment toward

Select a term

Fall 2024

Select

Select a deposit

- Deposit - Architecture Desk
- Deposit - Dietetic Internship
- Deposit - International Student
- Deposit - Music Practice Rm Key
- Deposit - Physical Therapy
- Deposit - Residence Hall
- Deposit MS-SLP
- Deposit-Doctor of Nurse Practice
- ✓ SSBS Tour - Peru
- SSBS Tour -Jordan

Select

- Enter the deposit amount indicated by your tour director, click continue

Select a term Select Select a deposit Select

SSBS Tour - Peru

Deposit name	SSBS Tour - Peru
Deposit description	School of Social & Behavioral Sciences (SSBS)
Term	Fall 2024
Maximum payment amount	\$5,000.00
Payment amount	\$ <input type="text"/>

- choose your selected method of payment and then click continue

Deposit Payment

Amount Method Confirmation Receipt

Amount: \$1.00

Method:*

- ✓ Select Method
- Credit Card
- Credit or Debit Card
- Other Payment Methods
- Electronic Check (checking/savings)

* Indicates required information

- continue to follow the steps to enter your payment details in your chosen method click continue until you've recieved confirmation and a receipt.