

Summer 2, 2013 Payment Plan Options

Information about payment options

For a nominal fee, an installment payment option is available. The Installment payment option is the University Payment Plan.

Summer 2, 2013 University Payment Plan Option

The University Payment Plan requires any prior balance to be paid in full plus one half of the total cost of the current semester charges plus a \$25.00 processing fee to be paid **by 4 p.m. on July 3, 2013**. The remaining balance must be paid by July 19, 2013 in order to avoid a late fee of \$20.00. The **deadline** for entering into the University Payment Plan for the Summer 2, 2013 Session is **by 4 p.m. on July 3, 2013**.

Cashier's office hours, address and payment information

The Cashier's Office hours are from 8:30 a.m. to 4 p.m., Monday through Friday. The mailing address is NCCU, C/O Comptroller, P.O. Box 19713, Durham, NC 27707. The office is located in the Hoey Administration Building, Room 12, basement floor. The telephone numbers are (919) 530-6234, (919) 530-6209 and 919-530-6014 the fax number is (919) 530-7928. The email address is bursar@nccu.edu.

Credit card payments may also be made via the web at <http://www.nccu.edu>.

Payors who have access to the student account via myEOL follow this method:

- Step 1: Access the NCCU homepage at <http://www.nccu.edu>.
- Step 2: Select Login to myEOL.
- Step 3: Enter Student Assigned Username and Password.
- Step 4: Select Submit Button.
- Step 5: Select Banner SSB under Personal Assistant Menu.
- Step 6: Select Student Tab.
- Step 7: Select View E-Bill.
- Step 8: Select NCCU Account Suite.
- Step 9: Select eBills in the top menu.
- Step 10: Select Pay under the Action Heading to pay e-bill by credit card.

Authorized Users

Payors that are Authorized Users (Authorized Users have been given this status by the student and have received an email notifying them of such) follow this method:

>Logon to **Touchnet** for NCCU.

Access the Touchnet login page at https://secure.touchnet.com/C20148_tsa/web/login.jsp

In the *Authorized Users* box, enter your Username and Password [these would have been sent to you via email]. Click on '**Login Now**'.

>Follow instructions to make a Payment.