1. Log into [UAOnline](#).
2. Click on "Student Services and Account Information" tab at the top of the page.
3. Click on the "Student Account" link.
4. Click on "Make Payments"
5. Select the term you wish to view/pay for and click "Submit."
6. Check the box to acknowledge the refund policy. Click on the grey "PAY NOW" button above the "Semester Term Detail."
7. You will be directed to the secured TouchNet e-pay website.
8. From this point click on the green "Make a Payment" button.
9. Click on "Pay by Line Item" - Then Click "Add" next to the rent total.
10. Scroll to bottom and click the green "Continue" button.

11. Select your payment method
    o All major credit cards accepted. You will need the 16-digit account code off the of front of card (15 digits for American Express), the expiration date and the name on the card.
    o If you selected electronic check/checking account, you need two pieces of information: your account number and your bank's nine-digit routing number.
12. Click "Continue" and then "Submit Payment." If you wish, opt to save your payment information.
13. Success! You will receive a confirmation email with your payment details.