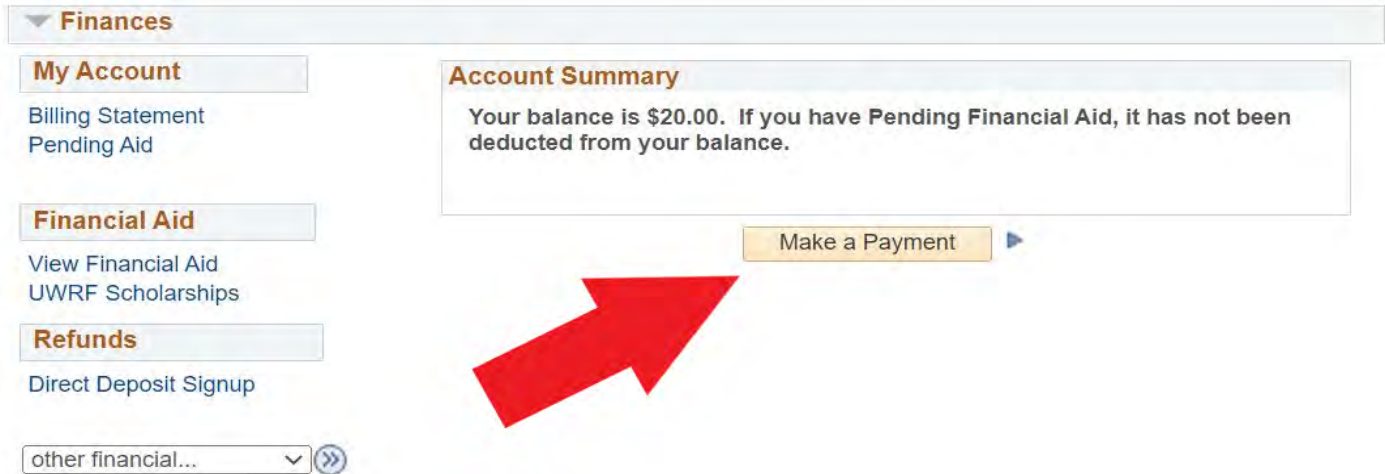


Making Electronic Check Payments Online

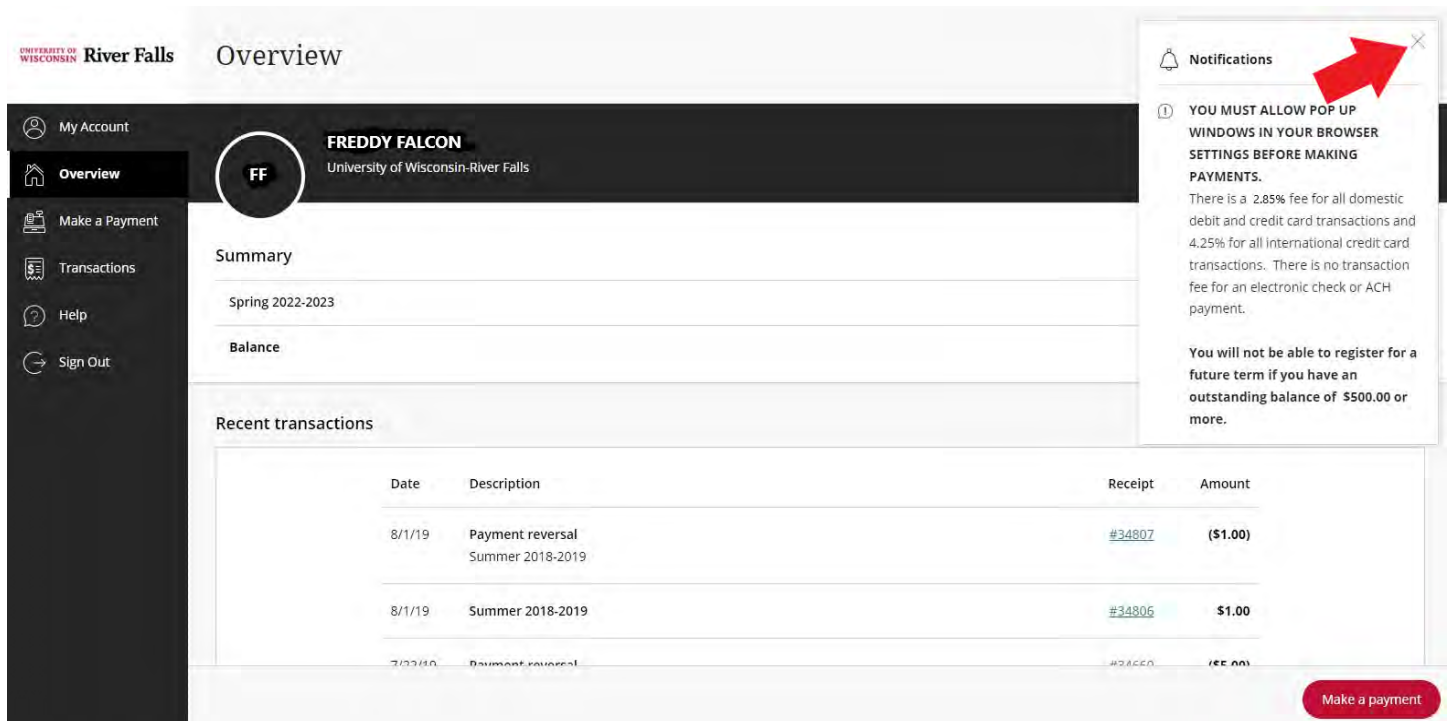
Before making an online payment in eSIS, please ensure that your Web browser has Pop-Up windows enabled (or disable Pop-Up blockers). Supported browsers are Firefox and Google Chrome. If you need further assistance changing your browser settings, please contact DoTS at (715) 425-3687 or dots@uwrf.edu.

1. Log in to eSIS with your w number and password. Your Student Center will open as the main page.
 - Click the “**Make a Payment**” button under the Finances section in your Student Center.



The screenshot shows the 'Finances' section of the eSIS interface. On the left, there are three main categories: 'My Account' (with links for Billing Statement and Pending Aid), 'Financial Aid' (with links for View Financial Aid and UWRF Scholarships), and 'Refunds' (with a link for Direct Deposit Signup). Below these is a search bar containing 'other financial...'. On the right, the 'Account Summary' box displays 'Your balance is \$20.00. If you have Pending Financial Aid, it has not been deducted from your balance.' A yellow 'Make a Payment' button is located below the summary, and a large red arrow points directly to it.

2. Next, you will be taken to the “Overview” page in TRANSACT.
 - A Notification box will pop-up reminding you to allow pop-up windows, and that there is a 2.85% fee for all domestic card transactions and 4.25% fee for all international credit card transactions and no transaction fee for electronic check or ACH.
 - Close the Notifications box before proceeding.



The screenshot shows the 'Overview' page in TRANSACT. The top left features the University of Wisconsin-River Falls logo and the name 'River Falls'. The main header area includes 'Overview' and a user profile for 'FREDDY FALCON' at the University of Wisconsin-River Falls. A dark sidebar on the left contains navigation options: My Account, Overview (selected), Make a Payment, Transactions, Help, and Sign Out. A notification box in the top right corner, with a red arrow pointing to its close button, contains the following text: 'YOU MUST ALLOW POP UP WINDOWS IN YOUR BROWSER SETTINGS BEFORE MAKING PAYMENTS. There is a 2.85% fee for all domestic debit and credit card transactions and 4.25% for all international credit card transactions. There is no transaction fee for an electronic check or ACH payment. You will not be able to register for a future term if you have an outstanding balance of \$500.00 or more.' Below the notification, the 'Summary' section shows 'Spring 2022-2023' and 'Balance'. The 'Recent transactions' section contains a table with the following data:

Date	Description	Receipt	Amount
8/1/19	Payment reversal Summer 2018-2019	#34807	(\$1.00)
8/1/19	Summer 2018-2019	#34806	\$1.00
7/27/19	Payment reversal	#26550	(\$5.00)

A red 'Make a payment' button is located at the bottom right of the page.

3. Click on "Make a Payment."

UNIVERSITY OF WISCONSIN River Falls Overview

My Account **FREDDY FALCON** Balance \$20
University of Wisconsin-River Falls

Overview

Make a Payment

Transactions

Help

Sign Out

Summary

Spring 2022-2023	\$20.00
Balance	\$20.00

Recent transactions [View all](#)

Date	Description	Receipt	Amount
8/1/19	Payment reversal Summer 2018-2019	#34807	(\$1.00)
8/1/19	Summer 2018-2019	#34806	\$1.00
7/22/19	Payment reversal	#24660	(\$5.00)

Make a payment

4. You will be taken to the "Make a Payment" page.

- On this screen you will have to decide to either make a partial payment or pay in full. To pay in full click "Checkout" as the full amount will appear in the box.

UNIVERSITY OF WISCONSIN River Falls Make a Payment

My Account Overview **Make a Payment** Transactions Help Sign Out

Step 1 of 3: Pay amount

How much would you like to pay?

Balance items

Uncheck all | 1 of 1 selected

Description	Balance	Amount
<input checked="" type="checkbox"/> Spring 2022-2023	\$20.00	\$20.00
Total balance		\$20.00
Pay amount		\$20.00
Remaining balance		\$0.00

* Indicates required field

Payment 1 item **\$20**

Cancel **Checkout**

- If making a partial payment, type the amount you want to pay in the box, then click on “Checkout.”

UNIVERSITY OF WISCONSIN River Falls **Make a Payment**

Step 1 of 3: Pay amount

1 2 3

My Account
Overview
Make a Payment
Transactions
Help
Sign Out

How much would you like to pay?

Balance items

Uncheck all | 1 of 1 selected

Description	Balance	Amount
<input checked="" type="checkbox"/> Spring 2022-2023	\$20.00	\$5.00
Total balance		\$20.00
Pay amount		\$5.00
Remaining balance		\$15.00

* Indicates required field

Payment 1 item **\$5**

Cancel Checkout

5. If a payment has been made on the account within 24 hours, a Warning notice will appear.
 - You will need to decide if you want to continue making this payment or not. (Note these payment(s) could have been made by you or an Authorized Payer(s).)
 - Before you can continue, you will need to check the box that you agree to proceed with this payment transaction and click “Continue”.

UNIVERSITY OF WISCONSIN River Falls

Warning

One or more payments have been processed on this account using this system within the last 24 hours. Those payments are as follows:

Date	Time	Receipt	Amount
4/12/23	12:17pm CDT	#87719	\$5.00

The payments listed above have already been accepted. If you make a payment now, it will be in addition to those payments. Are you sure you wish to proceed with this payment?

I agree to proceed with this payment with the understanding that I will need to contact University of Wisconsin-River Falls if I desire a refund.

Cancel Continue

6. To pay with an electronic check, select the payment method of “New Bank Account” and click “Continue”.
- Note: Domestic credit and debit cards will incur a 2.85% fee and international credit cards will incur a 4.25% fee.** There is no fee associated with the New Bank account option (also known as electronic check or ACH). If you have a debit card, we suggest you instead obtain your bank routing number and account number. Then you can pay via the New Bank Account option with no fee assessed.

UNIVERSITY OF WISCONSIN **River Falls** Make a Payment

My Account Overview **Make a Payment** Transactions Help Sign Out

Pay amount Step 2 of 3: Payment method

How would you like to pay?

Payment amount
\$5

* Payment method

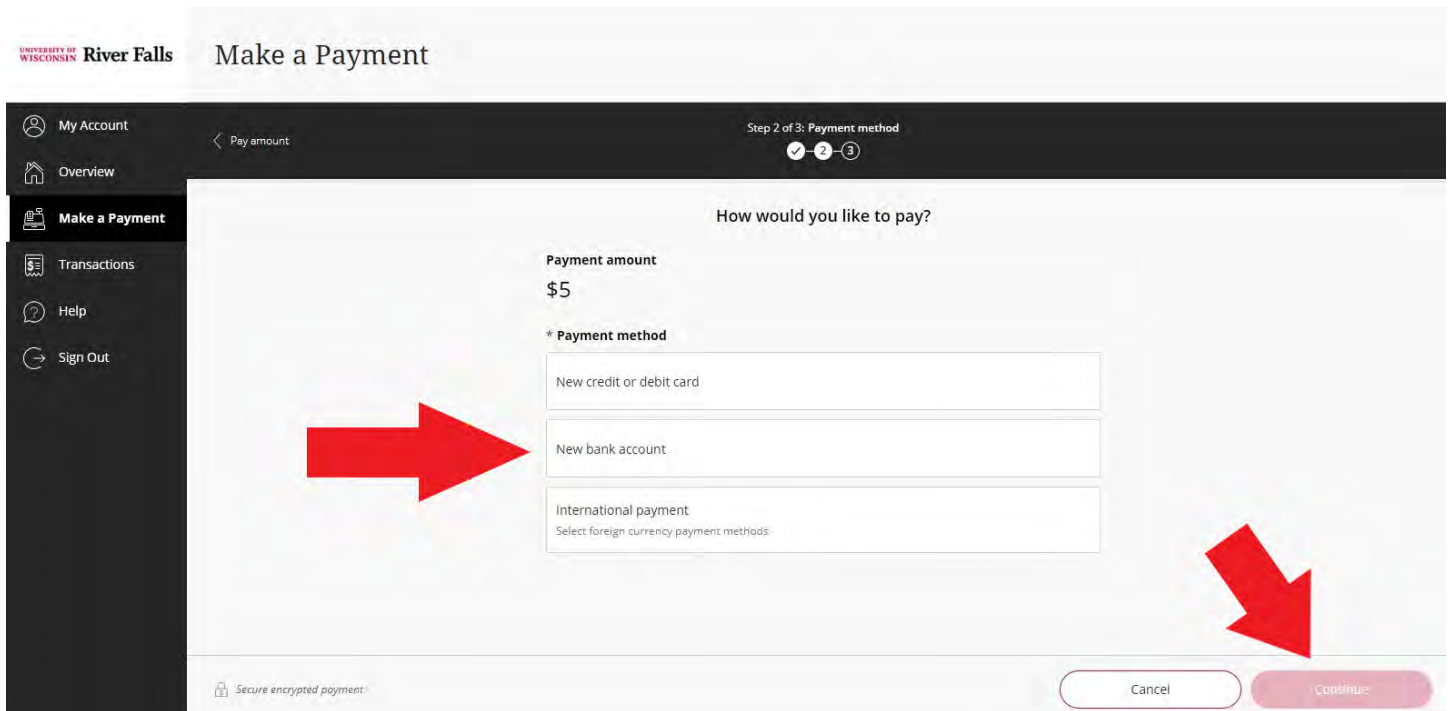
New credit or debit card

New bank account

International payment
Select foreign currency payment methods

Secure encrypted payment

Cancel Continue



7. Enter all your banking information.
- You have the option of saving your banking information to use later instead of entering in your banking information each time. Select “I agree” to the terms and condition of an ACH payment and then click continue.

UNIVERSITY OF WISCONSIN **River Falls** Make a Payment

My Account Overview **Make a Payment** Transactions Help Sign Out

Pay amount Step 2 of 3: Payment method

How would you like to pay?

Payment amount
\$5

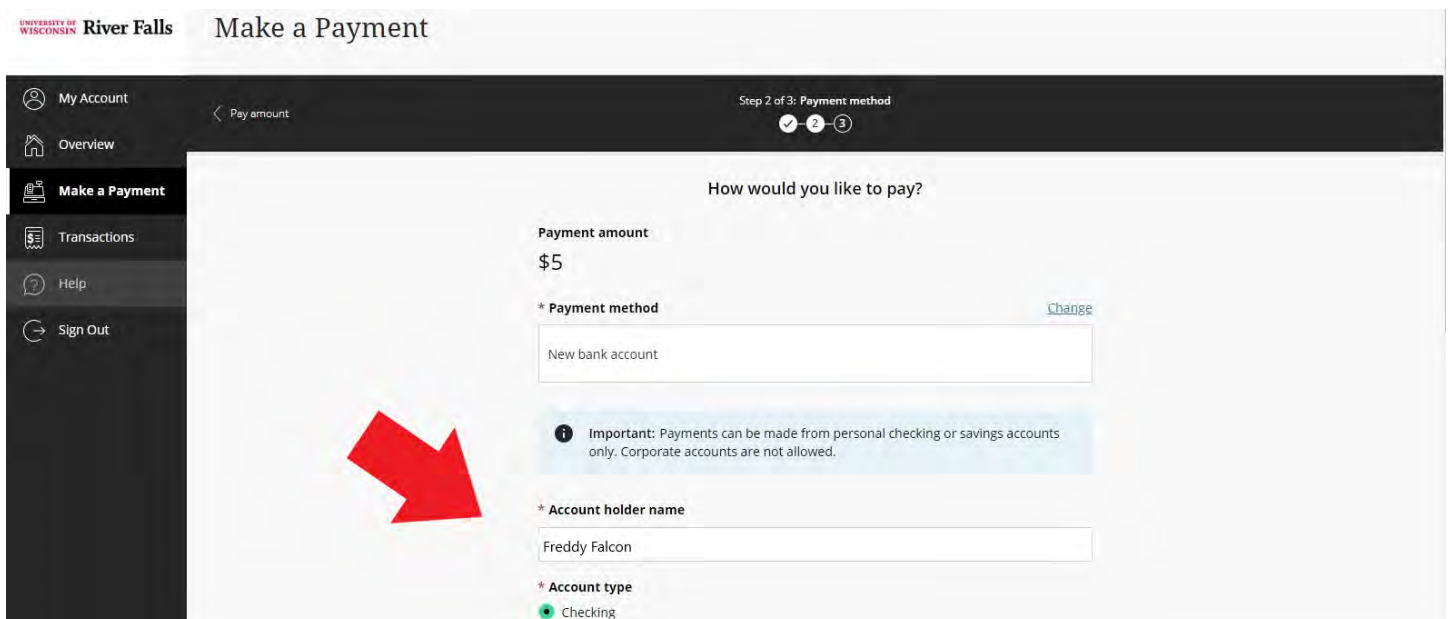
* Payment method [Change](#)

New bank account

i Important: Payments can be made from personal checking or savings accounts only. Corporate accounts are not allowed.

* Account holder name
Freddy Falcon

* Account type
 Checking



- My Account
- Overview
- Make a Payment**
- Transactions
- Help
- Sign Out

* Account holder name

Freddy Falcon

* Account type

- Checking
- Savings

* Routing transit number ⓘ

012345678

* Bank account number ⓘ

.....

* Confirm bank account number

12345678

Save bank account for future use

- My Account
- Overview
- Make a Payment**
- Transactions
- Help
- Sign Out

* Bank account number ⓘ

.....

* Confirm bank account number

.....

Save bank account for future use

Bank account terms and conditions

By checking the box below, you authorize Pathward, N.A., fka MetaBank to withdraw payment for the amount indicated from your account. You represent you have authority to withdraw funds from the deposit account selected. Because this is an electronic transaction (also called an ACH transaction), the payment funds may be withdrawn from your account on the payment date.

Except for disputes or claims in which the amount in controversy is within the jurisdictional limits of, and is filed in, a small claims court, you agree to arbitrate all disputes and claims between you and Higher One, Inc. before the American Arbitration Association ("AAA") under the Federal Arbitration Act, and not to sue in court in front of a judge or jury. You further agree that you may only be able to bring a claim against us in your individual capacity and not as a plaintiff or class member in any purported class or representative proceeding. The details of your agreement to binding individual arbitration can be found here: <https://www.blackboard.com/es-lac/arbitration-policy>

I agree

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

Secure encrypted payment

Cancel Continue

8. Complete any security steps that may be asked at this time.

9. Confirm the terms and conditions by checking the box and clicking “Continue”.

UNIVERSITY OF WISCONSIN **River Falls**

Terms and conditions

This site is owned and operated by Transact Campus, Inc.

I acknowledge that I have read and accept the [terms and conditions](#) of the Transact Campus, Inc. user agreement.

Continue

10. On the confirmation page enter an email address you would like the receipt to be sent to. Verify your banking information is correct before you select “Pay”.

UNIVERSITY OF WISCONSIN **River Falls**

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

* Email address
billing@uwrf.edu

Summary [Change](#)

Spring 2022-2023	
Amount	\$5.00
Total	\$5.00

Payment details [Change](#)

Account holder name	Freddy Falcon
Account type	Checking
Routing transit number	012345678
Bank account number 1234
Bank	First National Bank of River Falls

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

Secure encrypted payment

Cancel Pay \$5


11. Complete any security steps that may be asked at this time.


12. You will receive a “Thank you for your payment” notice after the payment has been submitted as well as an email of your payment receipt number with the amount paid to the email address entered.


- If you would like to review your account, click “Go to Overview”

UNIVERSITY OF WISCONSIN **River Falls** Make a Payment

My Account
Overview
Make a Payment
Transactions
Help
Sign Out


\$5
Thank you for your payment
You have a remaining balance of \$15
The payment receipt #87719 was sent to:
billing@uwr.edu







[Go to overview](#)

Thank you for your payment



accounts-receivable@uwr.edu
To UWR Billing

[Reply](#) [Reply All](#) [Forward](#)  

Wed 4/12/2023 12:17 PM

Receipt Number: 87719
Customer: FALCON, FREDDY
ePayment
Date: 04/12/2023

Description	Amount
Spring 2022-2023	\$5.00
Total	\$5.00

Payments Received	Amount
ACH Payments	\$5.00
Checking Account XXXX1234 Routing # 012345678 FIRST NATIONAL BANK OF RIVER FALLS, RIVER FALLS, WI	
Total	\$5.00

Thank you for the payment.

13. You will be able to see recent transactions made and any balance remaining (if applicable).

UNIVERSITY OF WISCONSIN River Falls Overview

My Account **FREDDY FALCON** University of Wisconsin-River Falls Balance **\$15**

Overview

Summary

Spring 2022-2023	\$15.00
Balance	\$15.00

Recent transactions [View all](#)

Date	Description	Receipt	Amount
4/12/23	Spring 2022-2023	#87719	\$5.00
8/1/19	Payment reversal Summer 2018-2019	#34807	(\$1.00)
8/1/19	Summer 2018-2019	#24805	\$1.00

Make a payment

14. Once you make the payment and get the confirmation, select “Sign Out” on the left-hand side. A pop up asking, “Are you sure you want to sign out?” will appear and you can click “Sign out”.

UNIVERSITY OF WISCONSIN River Falls Overview

Profile **FREDDY FALCON** University of Wisconsin-River Falls Student: FRE Balance **\$1,550**

Overview

Summary

Description	Amount
1212	\$1,550.00

Recent transactions [View all](#)

Date	Description	Receipt	Amount
8/18/20	1212	#49917	\$17.17
8/18/20	1212	#49916	\$2,500.00

Are you sure you want to sign out?

Sign out

Stay signed in

Sign Out

Make a payment



You have successfully signed out

You have successfully signed out of our secure payment site.

[Sign in](#)