Students can view their account activity and submit payments online for tuition and fees. Online payments can be submitted via:

- Electronic Check (ACH) from a checking or savings account
  - Electronic check payments (ACH) can only be done with personal accounts; no corporate accounts (i.e. credit card, home equity, traveler’s checks, etc.)
- Credit or Debit Card: Visa, MasterCard, Discover, or American Express
  - A service fee of 2.75% (minimum $3.00) will be assessed for each credit/debit card payment

To pay online via MyIvy (myivy.ivytech.edu), follow these steps:

- Login to MyIvy
- Select the Student Dashboard
- Select Billing and Financial Aid
- Select View or Pay Balance
- Review terms; click I Accept

Once logged into the student billing/payment system (powered by TouchNet), review the Amount Due, Estimated Financial Aid, individual Term Balances, and Account Activity.

To pay either the Amount Due or a Term Balance in full:
1. Select **Make a Payment**
2. Select **Amount due** or **Pay by term** and specify term
3. Enter an optional Memo
4. Select **Continue**

5. Select **Payment Method** from the drop down list, and click **Select**.

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**Payment by Electronic Check (checking/savings)**
1. Select **Account type:**

2. Enter **Routing number** and **Account number**; confirm account number:

3. Enter **Billing Information:**
4. Save account information (optional); click **Continue**
5. Review the transaction details, and terms and conditions. Click **Submit Payment**

6. Print the **Payment Receipt**
7. Expect a **Confirmation Email** in your “ivytech.edu” **mailbox**
8. **Logout** and Close browser

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**Payment by Credit / Debit Card via PayPath**

1. Select **Credit Card via PayPath** from dropdown menu; click **Select**
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2. Review details; click **Continue to PayPath**

   Review Details
   Please review the transaction details. Clicking Continue will open a new window, where you will complete your transaction.
   Payment amount: $251.55
   Payment type: Credit Card through PayPath®, a tuition payment service.

   ![Review Details](image)

3. A new browser window will open: **PayPath Payment Service**; click **Continue**

   ![PayPath Payment Service](image)

4. Read **Payment Amount Information**; click **Continue**

   ![Payment Amount Information](image)

5. Enter **Payment Card Information**; click **Continue**.

6. Review payment details, and read the **Terms and Conditions**. Click **I agree to terms and conditions**; **Submit Payment**
7. Print the **Payment Receipt**
8. **Logout** and close browser