

# Navigating Your Student's Account

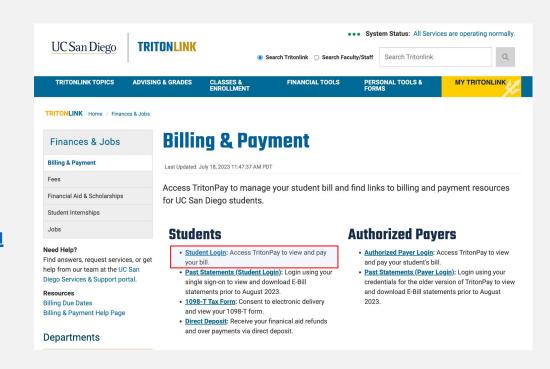
### **Navigating Your Student's Account**

**Accessing TritonPay** 

To access the TritonPay Payment Portal you must first become an authorized payer.

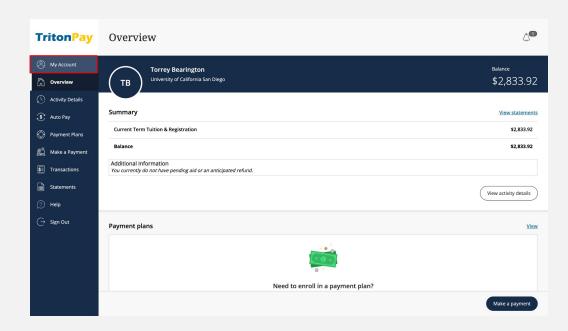
To become an authorized payer have your student visit **tritonpay.ucsd.edu** and click **"Student Login".** 

Note: For a step-by-step tutorial on how to become an authorized payer, <u>watch this video</u>.



## Navigating Your Student's Account Accessing TritonPay

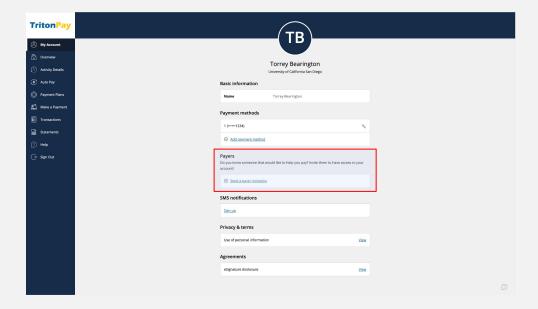
Once logged in, have your student click on "My Account"



## Navigating Your Student's Account Accessing TritonPay

Next, your student will need to click on "Send a payer invitation" and fill out your information.

An email from <a href="mailto:no-reply-sfs@ucsd.edu">no-reply-sfs@ucsd.edu</a> will be sent to you with a temporary password and a link to login and set a permanent one.



## Navigating Your Student's Account Accessing TritonPay

Once you become an authorized payer you can login to the TritonPay Payment Portal by visiting <u>tritonpay.ucsd.edu</u> and clicking on "Authorized Payer Login"

You may also view statements from prior to August 2023 by clicking: "Past Statements (Payer Login)"

### **Billing & Payment**

Last Updated: July 18, 2023 11:47:37 AM PDT

Access TritonPay to manage your student bill and find links to billing and payment resources for UC San Diego students.

#### **Students**

- <u>Student Login</u>: Access TritonPay to view and pay your bill.
- Past Statements (Student Login): Login using your single sign-on to view and download E-Bill statements prior to August 2023.
- 1098-T Tax Form: Consent to electronic delivery and view your 1098-T form.
- <u>Direct Deposit</u>: Receive your finanical aid refunds and over payments via direct deposit.

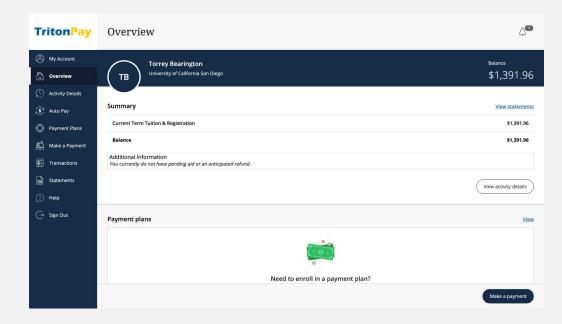
#### **Authorized Payers**

- <u>Authorized Payer Login</u>: Access TritonPay to view and pay your student's bill.
- Past Statements (Payer Login): Login using your credentials for the older version of TritonPay to view and download E-Bill statements prior to August 2023.

Note: To view past statements, please login using your credentials for the older version of TritonPay.

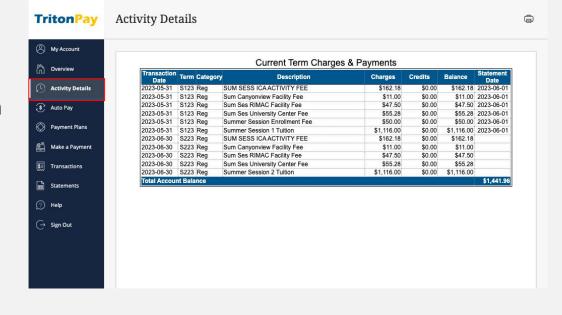
## **Navigating Your Student's Account Account Summary**

From this page you can see your student's balance, make a payment, view activity details, billing statements, and access helpful links.



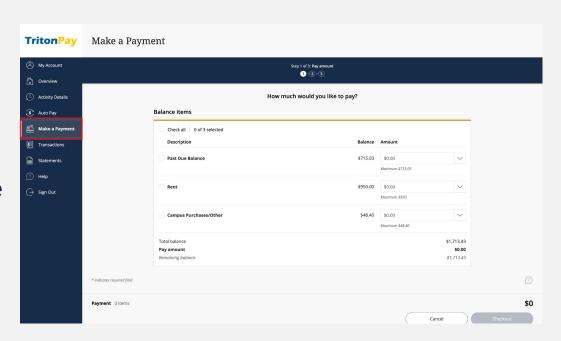
## Navigating Your Student's Account Activity Details

To see a line item breakdown click on the **Activity Details** tab. Here you can see current statement transactions, past due, unbilled transactions, and pending aid



# Navigating Your Student's Account Make a Payment

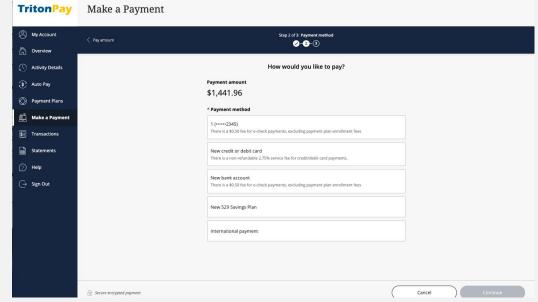
To pay your e-bill click on the Make a Payment tab. You can make payments in full, at summary balance level or partial payment.



# Navigating Your Student's Account Payment Options

## Select one of the following payment methods:

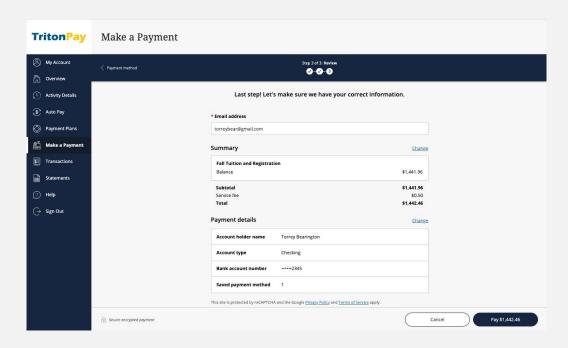
- E-Check
- Credit Card
- 529 Savings Plan
- International Payment



Note: For an overview of available payment options, <u>watch this video</u>

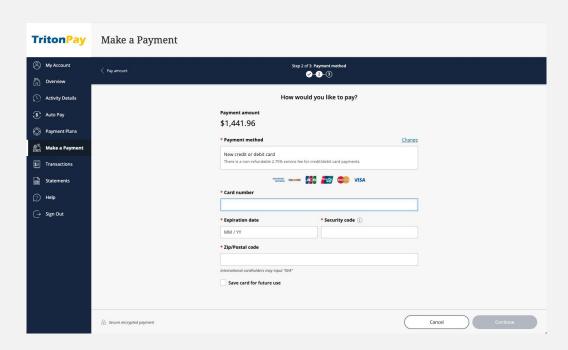
### Navigating Your Student's Account E-Check

E-Check payments incur a \$0.50 transaction fee.



## **Navigating Your Student's Account Credit Card**

Credit Card payments incur a 2.75% service fee.

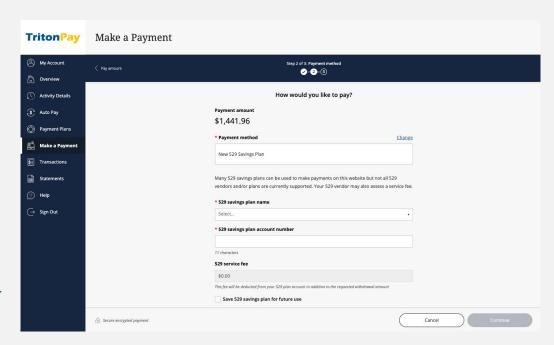


## Navigating Your Student's Account 529-Plan

Most 529 Savings Plan providers charge a \$10 service fee.

Paper check payments are still accepted.

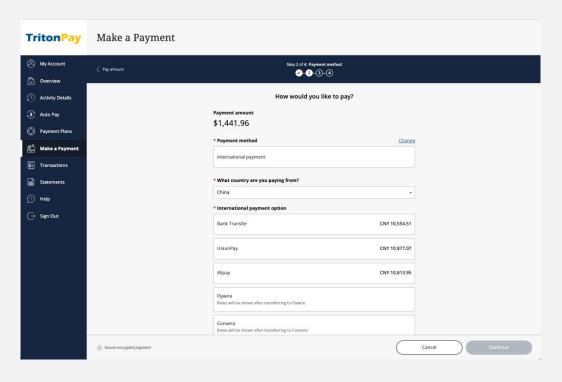
Please note: Not all 529 Plans are available for wire payments. If your plan is not listed, you may pay via paper check to the Cashiers Office



## Navigating Your Student's Account International Payment

Select which international payment method you would like to use.

While Flywire and Convera are available for all countries, alternative options may vary depending on country of origin.

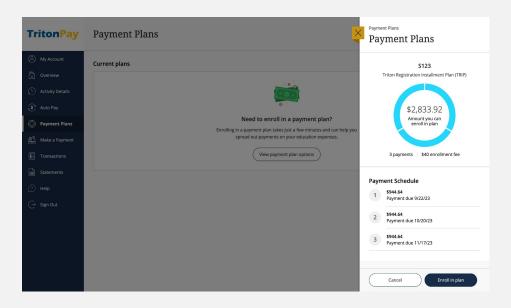


## Navigating Your Student's Account Payment Plan

Enroll in the Triton Registration
Installment Plan (T.R.I.P.) if you would like
to split quarterly tuition and mandatory
fees into three monthly installments.

Note: You must re-enroll in TRIP for each quarter and a \$40 fee is assessed for each enrollment. Additionally, TRIP only covers Tuition and Registration fees but it does not cover housing or other fees.

For a step-by-step tutorial on how to enroll in T.R.I.P., watch this video.

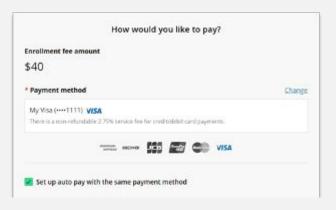


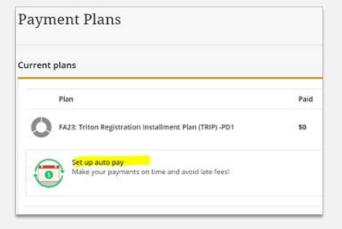
## Navigating Your Student's Account Payment Plan

When enrolling in T.R.I.P., you are given the option to set up auto-pay.

Payment methods accepted for auto-pay are e-check, credit card, and 529 plan. When making automatic 529 plans payments, you will only be charged the \$10 service fee once per quarter.

Disclaimer: To take full advantage of the three monthly installments, you must enroll in TRIP prior to the first billing due date. Failure to do so will reduce the monthly installments to two instead of three

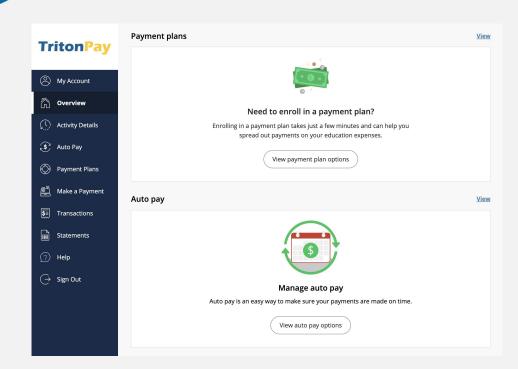




## **Navigating Your Student's Account Auto Pay**

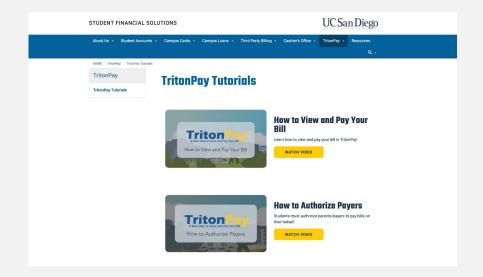
If you already enrolled in T.R.I.P. you can still sign up for automatic payments.

To do so, either click on the Auto Pay tab or scroll down to the Auto Pay section of your Overview screen.



### **Navigating Your Student's Account**

#### Resources





For helpful tutorials visit: **sfs.ucsd.edu/tritonpay/tutorials** 

For answers to frequently asked questions and how to articles visit: <a href="mailto:support.ucsd.edu/students">support.ucsd.edu/students</a> and click on "Find Answers"