Log into your myFairmontState

Click the \$ Touchnet Prod Icon under Quicklinks

How to view your Student Account Activity

Student Account Home Page

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FAIRMONT STATE UNIVERSITY			Logged in as:	Logout 🕀
🗌 My Account Make Payment Payment Plans Refunds	Help			۰
Announcement	Student Account	ID: xxxxx8998	My Profile Setup	
Welcome to your Fairmont State Student Account!	Balance	\$6,404.00	Authorized Users	
Here you can view electronic bills, recent account activity and make payments. You can also allow your parent or guardian to access your account to make payments and view your current account activity as an Authorized		View Activity Enroll in Payment Plan Make Payment	Personal Profile	
User. Please take a moment to set up authorized users, saved payment methods, and notification options. These options are all available in the "My Profile Setup" menu.			Payment Profile	
			Consents and Agreements	
		Electronic Refunds		
			Term Balances	
			Spring 2022	\$6,404.00
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Click View Activity

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A My Account My Profile Make Payment	Payment Plans Refunds	Help			
	Account Act	ivity		Expand All Print Excel PDF	
	Filter activity by	Full account activity	View Activity		
	Student Account E	alance		\$5,404.00	
	> Spring 2022			\$5,404.00	
	> Fall 2021			\$0.00	
	> Summer 2021			\$0.00	
	> Fall 2020			\$0.00	
	> Fall 2019			\$0.00	

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This screen allows you to open each semester to view payments and charges. You can look at your bill in the format provided when you click the **>Term** or you can print, export to excel or pdf for your records from this screen.

😥 Account Activity 🗙 😵 Current Activity (2).pdf 🗙 🕂						~	-	-	٥	×
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	Studen	t Account	Paring 2022							١.
	Studer	t Account - a	spring 2022 -	Account Activity	y					1
	Description	Date	Charges	Credits/ Anticipated Credits	Balance					l
	Web Check Payment	3/11/22	-	\$500.00	-\$500.00					81
	Web Credit Card Payment	3/11/22		\$500.00	-\$500.00					81
	Web Credit Card Payment	3/9/22	-	\$100.00	\$0.00					41
	Sallie Mae Alternative Loan FS	3/3/22	-	\$300.00	\$0.00					81
	Web Credit Card Payment	3/3/22	-	\$55.00	\$0.00					41
	Web Check Payment	3/2/22	-	\$50.00	\$0.00					81
	Web Credit Card Payment	3/2/22	-	\$250.00	\$0.00					
	Web Check Payment	2/28/22	-	\$25.00	\$0.00					
	Web Check Payment	2/23/22	-	\$100.00	\$0.00					
	Web Check Payment	2/22/22	-	\$0.50	\$0.00					
	Web Check Payment	2/22/22		\$50.00	\$0.00					
	Bryant Place Single Room	2/22/22	\$2,500.00	-	\$2,500.00					
	On the Go Meal Plan	2/22/22	\$474.00	-	\$474.00					
	E-Learning Winter Term	2/22/22	\$720.00	-	\$720.00					
	E-Learning Fee Business	2/7/22	-\$180.00	-	\$0.00					
	Business Program Fee	2/7/22	-\$200.00	-	\$0.00					
	Course Fee Sci & Math	2/1/22	-\$45.00	-	\$0.00					
	E-Learning Fee Long & Lit	2/1/22	-5180.00	-	\$0.00					
	Web Check Payment	2/2/22	-340.00	\$25.00	\$0.00					
	Web Check Payment	2/1/22	-	\$15.00	\$0.00					
	Web Credit Card Payment	1/10/22	-	\$15.00	\$0.00					
	Course Fee Sci & Math	1/10/22	\$45.00		\$0.00					
	Course Fee Bus & Econ	1/10/22	\$45.00	-	\$0.00					
	E-Learning Fee Lang & Lit	1/10/22	\$180.00	-	\$0.00					
	E-Learning Fee Business	1/10/22	\$180.00	-	\$0.00					
	Business Program Fee	1/10/22	\$200.00	-	\$0.00					
	New Student Fee	1/10/22	\$150.00		\$150.00					
	Registration Tuition		\$3,370.00		\$2,560.00					
	Total Charges:				\$7,214.00					
	Total Credits/Anticipated Cre	dits:			\$2,485.50					
	Term Balance:				\$5,404.00					

This is an example of the PDF format

How to add an Authorized User to have the ability to view your account and make payments

Student Account Home

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Announcement	Student Account	ID: xxxxx8998	My Profile Setup
Welcome to your Fairmont State Student Account!	Balance	\$6,404.00	Authorized Users
Here you can view electronic bills, recent account activity and make payments. You can also allow your parent or guardian to access your account to make payments and view your current account activity as an Authorized User. Please take a moment to set up authorized users, saved payment methods, and notification options. These options are all available in the "My Profile Setup" menu.		View Activity Enroll in Payment Plan Make Payment	Personal Profile
			Payment Profile
			Consents and Agreements
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			Spring 2022 \$6,404.00
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Click AUTHORIZED USERS			
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Auth	orized Users		
Authoriz	ed Users Add Authorized User		
No autho	orized user has access to your account information.		
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This screen will show you current Authorized Users. You can add or remove Current Users from this screen.

Click Add Authorized User



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You will need to provide the e-mail address of your authorized user. Select Yes or No to allow your user to view your payment history and account activity. The user will receive an e-mail with instructions and a temporary password to log in to create their own payment account associated with your student account. Click the green continue button

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You must click I agree to proceed. Click the green continue button.

Personal Profile Set up

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A My Account Make Payment Payment Plans Ref	unds Help	4
Announcement	Student Account ID: xxxxx8998	My Profile Setup
Welcome to your Fairmont State Student Account!	Balance \$6,404.00	Authorized Users
and make payments. You can also allow your parent or guardian to access your account to make payments and view.upur current account activity as an Authorized	View Activity Enroll in Payment Plan Make Payment	Personal Profile
User. Please take a moment to set up authorized users, saved payment methods, and notification options. These extiges are all available in the "Multirefie Seture" menu		Payment Profile
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To get te	xt messages about selected account events, enter your mobile phone number and carrier.	
Messa Refer	ges may be sent during overnight hours and your carrier may charge a fee to receive text messages. to the Terms and Conditions of your mobile wireless data plan provided by your carrier for documentation on any charges.	
Mobile P	lumber	Edit
Sen	d me additional text message notifications about my account events (such as new bills or upcoming payments)	

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This is where you can input your mobile number to receive text message alerts about your student account

Payment Profile tab



You can edit or delete these accounts using these buttons.

Viewing Consents and Agreements

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Announcement	Student Account	ID: xxxx8998	My Profile Setup	
Welcome to your Fairmont State Student Account!	Balance	\$6,404.00	Authorized Users	
Here you can view electronic bills, recent account activity and make payments. You can also allow your parent or guardian to access your account to make payments and view your current account activity as an Authorized		View Activity Enroll in Payment Plan Make Payment	Personal Profile	
User. Please take a moment to set up authonzed users, saved payment methods, and notification options. These options are all available in the "My Profile Setup" menu.			Payment Profile	
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			Electronic Refunds	
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Click Consents and Agreements

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Here you can review all agreements and the date of consent.