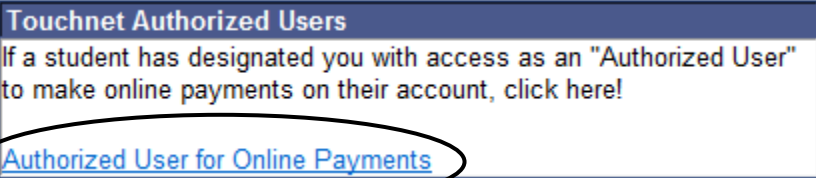


MAKE A PAYMENT AS AN AUTHORIZED USER

1. Go to the VCSU website: <http://www.vcsu.edu>

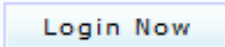
2. Click on 

3. Click 

Touchnet Authorized Users
If a student has designated you with access as an "Authorized User" to make online payments on their account, click here!

[Authorized User for Online Payments](#)

4. Enter Email and Password. These items were sent via email

5. Click 

6. Enter the last 4 digits of the Student ID # (W0123456)