

OSU – OKC Online Information: Set up direct deposit eRefunds, authorized user(s), view/set up a semester payment plan, obtain 1098 – T statements, view account activity, view monthly billing statements, make payments.

Authorized Users log in via the OSU – OKC Business Services website (<https://osuokc.edu/businessservices>).

Students log into my.okstate.edu, then click on “OSU – OKC Business Services Account” link, under the Quick Links’ category:

Home

<p>Welcome/Instructions</p> <p>Welcome to your portal new Banner users!</p> <p>This is your gateway to all things Banner and other important applications and communication tools. Currently the portal is populated with essential links. Your campus portal is a work in progress. Over time, it will become instrumental to your campus for disseminating information and providing links to campus specific applications for students and employees.</p> <p>If you experience issues with the portal application, please contact the helpdesk at helpdesk@okstate.edu or 405-744-HELP (4357)</p>	<p>Applications</p> <p>Self Service canvas Degree Works</p> <p>Star System Office 365 Cowboy Mail O-Key</p> <p>Google Orange Mail</p>	<p>Quick Links</p> <p>Dining Services Campus Maps Parking and Transit Safety Resources Directory Events Calendar Academic Calendar Hire OSU Grads OSU-OKC Bursar Account Talent Management System</p>
<p>Title IX Information</p> <p>Oklahoma State University, as an equal opportunity employer, complies with all applicable federal and state laws regarding non-discrimination and</p>		


OKLAHOMA CITY
Logged in as: [redacted] | Logout

[My Account](#)
[Make Payment](#)
[Payment Plans](#)
[Refunds](#)
[Help](#)

Announcement

Welcome to OSU-OKC Business Services! Here you can sign up for direct deposit and view your Business Services account activity as well as make payments and store payment profiles. During the Fall and Spring terms you can sign up for the Payment Option Plan. In addition, you can set up others such as your parents or guardians to access your Business Services information and make payments on your account.

 To sign up for direct deposit of your refunds, complete your setup in the [Refund Account Setup](#) page.

Student Account ID: xxxxx [redacted]

Balance \$0.00








[View Activity](#) [Make Payment](#)

Statements

Your latest eBill Statement (1/1/21) Statement : \$0.00 [View Statements](#)

Your latest 1098-T Tax statement 2019 1098-T Statement [View Statements](#)

My Profile Setup

-  Authorized Users
-  Personal Profile
-  Payment Profile
-  Security Settings
-  Consents and Agreements
-  Electronic Refunds
-  Auto Bill Pay

To add an Authorized user: Click the Authorized User Tab, enter a parent/guardian's email address and click YES to all questions. ****Please note you can add more than one authorized user.**

Your new authorized user receives two emails; the 1st e-mail acknowledges they were added as an authorized user; the 2nd e-mail includes a temporary password.

STATE OKLAHOMA CITY

Logged in as: [redacted] | Logout

My Account Make Payment Payment Plans Refunds Help

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Authorized Users

Authorized Users

Add Authorized User

You can give others (parents, employers, etc.) the ability to access your account information. In compliance with the Family Educational Rights and Privacy Act of 1974 (FERPA), your student financial records may not be shared with a third party without your written consent. Adding an authorized user is your written consent that an individual may view your account information and make payments on your behalf. Please note that authorized users DO NOT have access to your stored payment methods, academic records, or other personal information.

Email address of the authorized user

TYPE EMAIL ADDRESS HERE

Would you like to allow this person to view your billing statement and account activity?

Yes No

Would you like to allow this person to view your 1098-T tax statement?

Yes No

Would you like to allow this person to view your payment history and account activity?

Yes No

Cancel

Continue

Agreement to Add Authorized User ✕

I hereby authorize **Oklahoma State University - Oklahoma City** to grant **Verify Email Address Here** full access to my accounts, including ability to view all billing statements, payment history, and/or make payments accordingly. My payment methods and credit card and/or checking account information will remain confidential and hidden from all other users. I understand that I am still primarily responsible for ensuring that all my accounts are paid on time and in full.

Access to my accounts also includes the ability to :

- View my 1098-T tax statement

This agreement is dated 03-Mar-2021 11:44:31 AM CST.

For fraud detection purposes, your internet address has been logged:
66.186.144.100 at 03-Mar-2021 11:44:31 AM CST

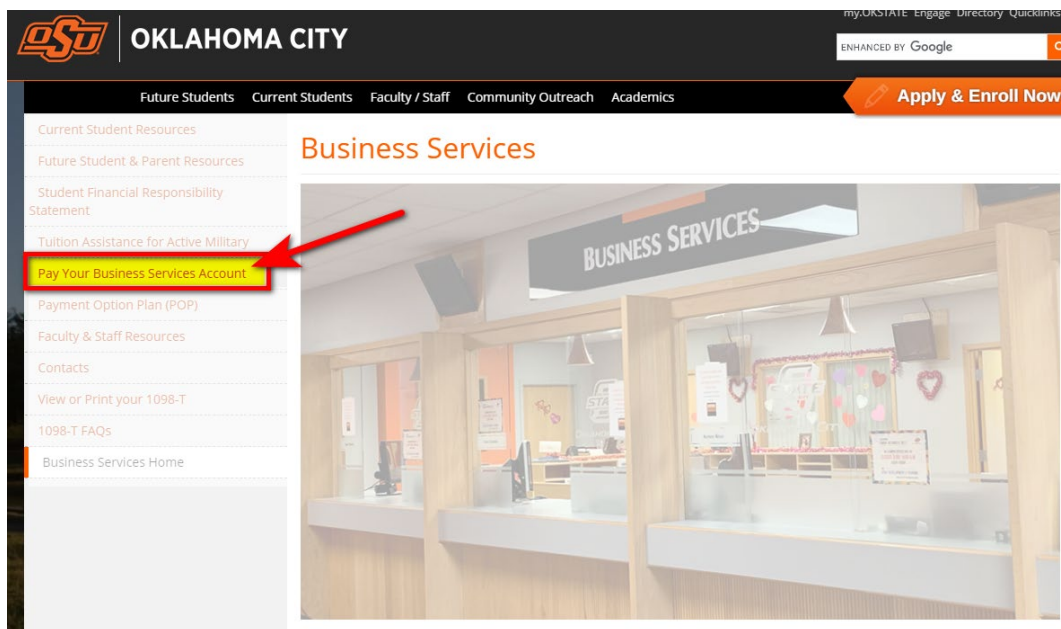
Any false information entered hereon constitutes as fraud and subjects the party entering same to felony prosecution under both Federal and State laws of the United States. Violators will be prosecuted to the fullest extent of the law.

Please check the box below to agree to the terms and continue.

I Agree

Cancel Print Agreement Continue

Once your Authorized User has received both emails, they go to the Business Services' website (<https://osuokc.edu/businessservices>), and select "Pay Your Business Services Account"



Scroll down and select “Authorized Users Access”

AUTHORIZED USERS: You are able to designate an authorized user on your account. Once you have completed the instructions, the authorized user will receive login instructions and a password.



Your authorized user uses their e-mail address and password to login. ** The first-time logging in using the temporary password, it prompts them to change to a password of their choice. Once logged in, your authorized user is able to set up and view a payment plan, view 1098 statements, make payments, view account activity, and view billing statements.

Alternate Login or Authorized User

A screenshot of a web form titled "Authorized User". At the top, there is a button labeled "Alternate Login". Below it, the "Authorized User" section is highlighted with a red border. This section includes a yellow header "Log in for Authorized Users", followed by input fields for "Email:" and "Password:". At the bottom of this section, there is a link for "Forgot Password" and a green "Login" button.

Non-student account owners require a pin to access information via the Alternate Login.

Parents, guardians or employers require student/account owner's permission through the authorized user process to access business services information. If you have any questions about the system, please send an e-mail to: businessservices@osuokc.edu

Student Account Suite Features

Student Account Center

- Check your balance
- Make a payment
- View your payment history
- Store your payment methods for quick and easy payment
- As a student, provide permission to others to view your bill and make payments (Authorized User)

E-Billing

- View and print your billing statement
- Set up your bills to be paid automatically

Payment Plan Management

- Enroll in a payment option plan so you can pay your balance in installments
- View your current payment plan status
- Make a payment toward one of your installments
- Schedule future installment payments

Refunds

- Enter your bank account information so that refunds can be deposited into your account electronically

View Account Activity:

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Student Account ID: xxxxx [redacted]

Balance \$0.00

[View Activity](#) [Make Payment](#)

Statements

Your latest eBill Statement (1/1/21) Statement : \$0.00 [View Statements](#)

Your latest 1098-T Tax statement 2019 1098-T Statement [View Statements](#)

- My Profile Setup**
- Authorized Users
 - Personal Profile
 - Payment Profile
 - Security Settings
 - Consents and Agreements
 - Electronic Refunds
 - Auto Bill Pay

Click on "Select a term" to see activity from a selected term or all.

Current Activity

Select a term:

Account Activity

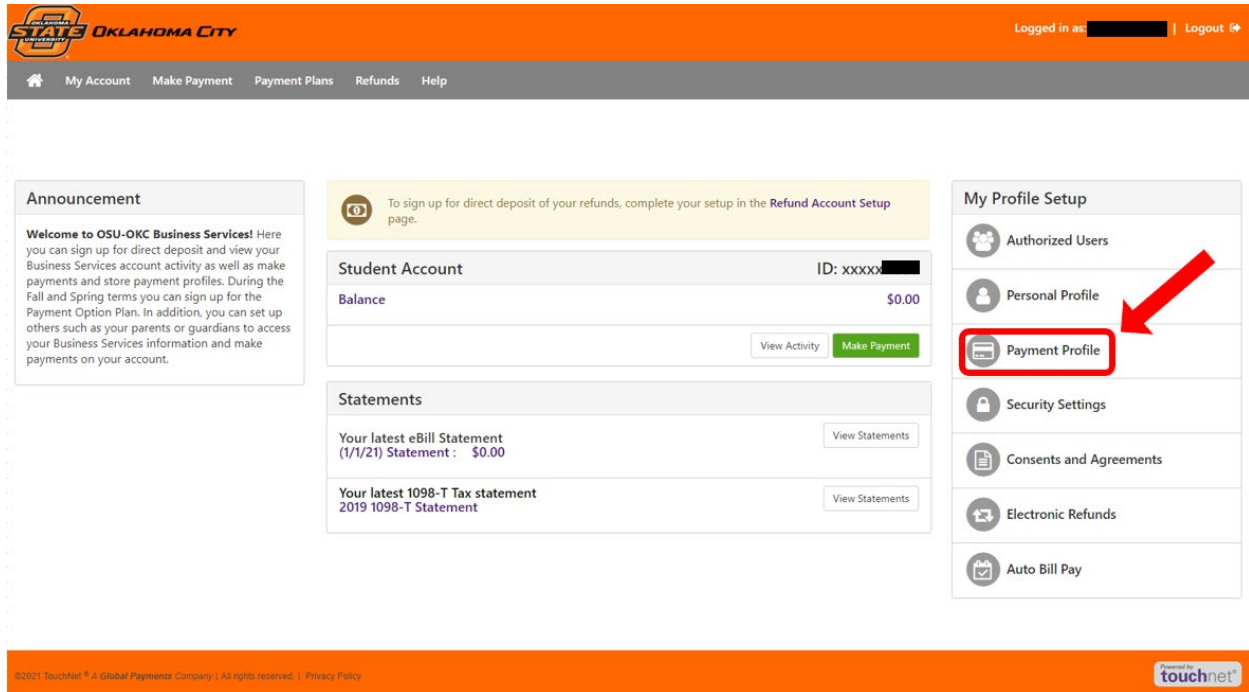
Click a column header to sort the entries.

Description	Code	Date	Amount (\$)
Food/Meal Plans			\$41.95
Term Balance:			\$41.95

[Make a Payment](#)

Saved Payment Methods:

Click on "Payment Profile" to set up a saved payment method on the account for future payments:



The screenshot shows the OSU-OKC Business Services portal. At the top, there is a navigation bar with the logo and the text "OKLAHOMA CITY". The user is logged in as "xxxxx" and can click "Logout". The main content area is divided into several sections:

- Announcement:** A welcome message for OSU-OKC Business Services, explaining that users can sign up for direct deposit and view their account activity.
- Student Account:** A section showing the account ID as "xxxxx" and a balance of "\$0.00". There are buttons for "View Activity" and "Make Payment".
- Statements:** A section showing the latest eBill Statement (1/1/21) for \$0.00 and the latest 1098-T Tax statement for 2019. There are "View Statements" buttons for each.
- My Profile Setup:** A sidebar menu with options: Authorized Users, Personal Profile, **Payment Profile** (highlighted with a red box and a red arrow), Security Settings, Consents and Agreements, Electronic Refunds, and Auto Bill Pay.

At the bottom of the page, there is a footer with copyright information: "©2021 Touchnet® A Global Payments Company | All rights reserved. | Privacy Policy" and the Touchnet logo.

My Profile

[Personal Profile](#) [Payment Profile](#) [Security Settings](#)

A saved payment method securely stores the account information for a bank account. To get started, select the Add New Payment Method option on this page. When you add a bank account as a saved payment method, you can select it for direct deposit of your refunds.

Add New Payment Method

Method

Electronic Check - Payments can be made from a personal checking or savings account.

Monthly Billing Statements:

To view a monthly billing statement, click on the statement date to view:

OSU-OKC Business Services

Logged in as: [redacted] | Logout

My Account Make Payment Payment Plans Refunds Help

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Student Account ID: xxxxx-xxxx
Balance \$0.00
View Activity Make Payment

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Select the billing statement to view:

My Account Make Payment Payment Plans Refunds Help My Profile

Statements

Please make sure your browser's pop-up blocker is disabled before you view a statement.

Select the statement to view: 08/01/2017 View

Most Recent Billing Statement

Current balance includes activity since your last statement, including recent payments and new charges.

Account Description	Statement Date	Statement Amount	Current Balance	Action
Student Account Statement -- Payment Due On 8/15/17	8/1/17	\$21.71	\$63.66	View Pay

Account Activity Since Last Statement

Click a column header to sort the entries.

Description	Code	Date	Amount (\$)
Food/Meal Plans			\$41.95
Total:			\$41.95

View All Activity