

Online Billing System Instructions

Students:

- Please login at https://secure.touchnet.net/C21381_tsa/web/caslogin.jsp
- Click on the Authorized Users tab and then Add Authorized User
- Enter the email of the person you are inviting then click on continue
- Agree to the terms and conditions and click on continue
- Repeat the process for all individuals you want to have access to your bill

Parents:

- Once your student has provided access you will receive two emails, one with your username and one with your temporary password.

- The email will contain the web address to the new billing system which is https://secure.touchnet.net:443/C21381_tsa/web/index.jsp

If you have any questions or comments please contact the Bursar's Office at bursar@skidmore.edu or 518-580-5830.