Instructions for
TransferMate

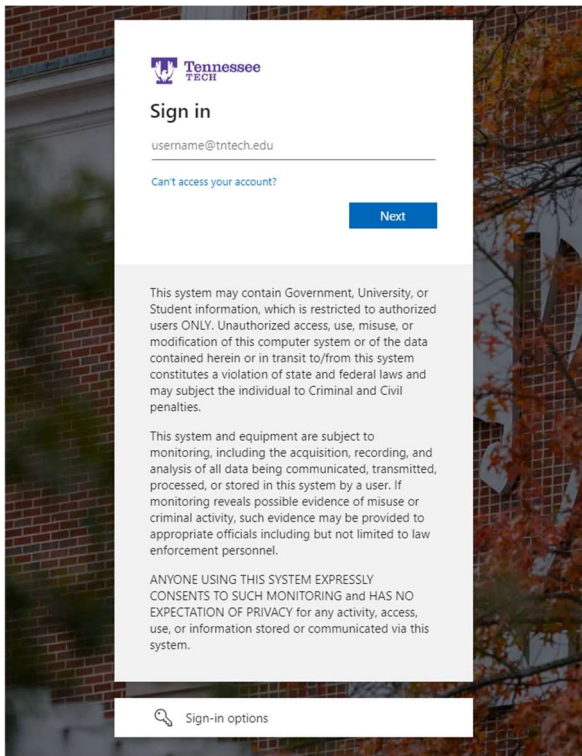1. Visit the Tennessee Tech Website Homepage
   a. https://www.tntech.edu

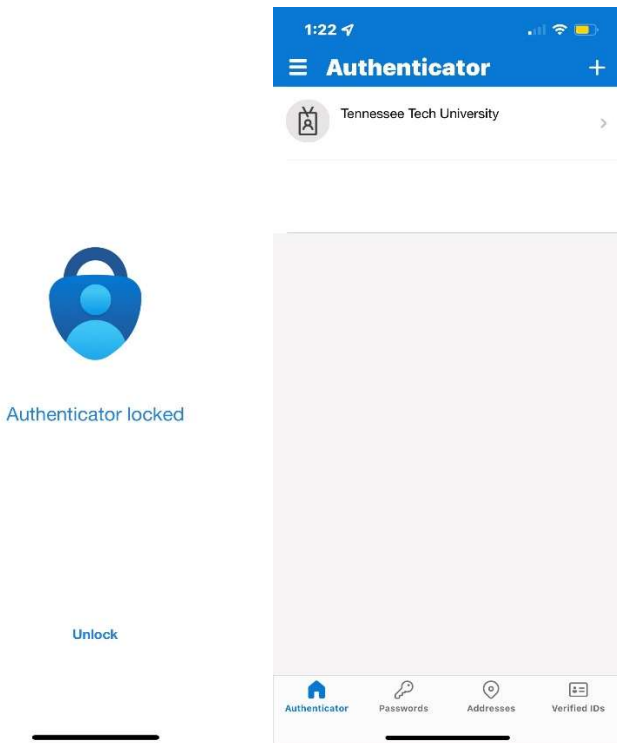2. Move your cursor to the express tab in the top right corner and select "Tech Express"
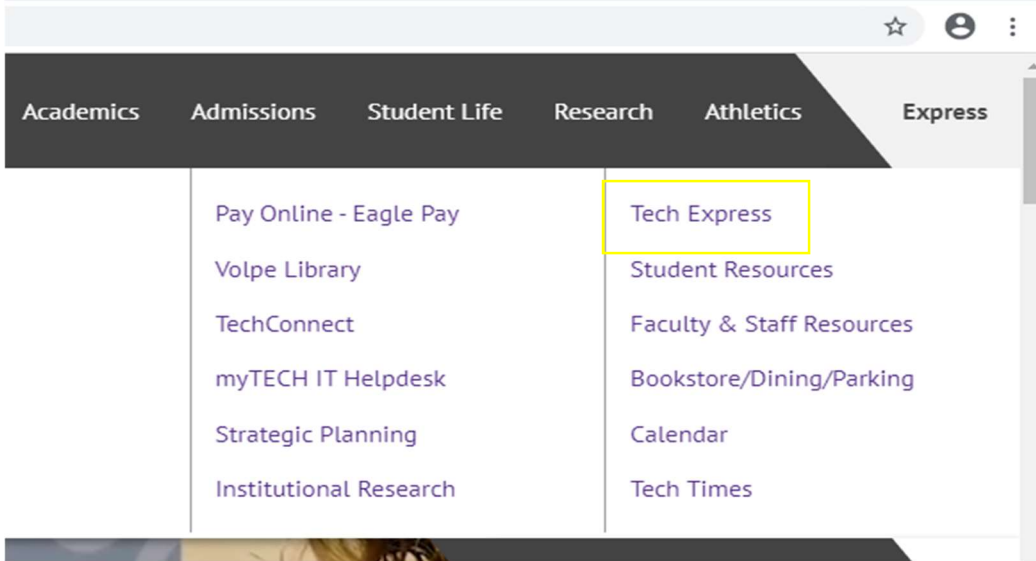
3. Login to Tech Express using your Username and Password
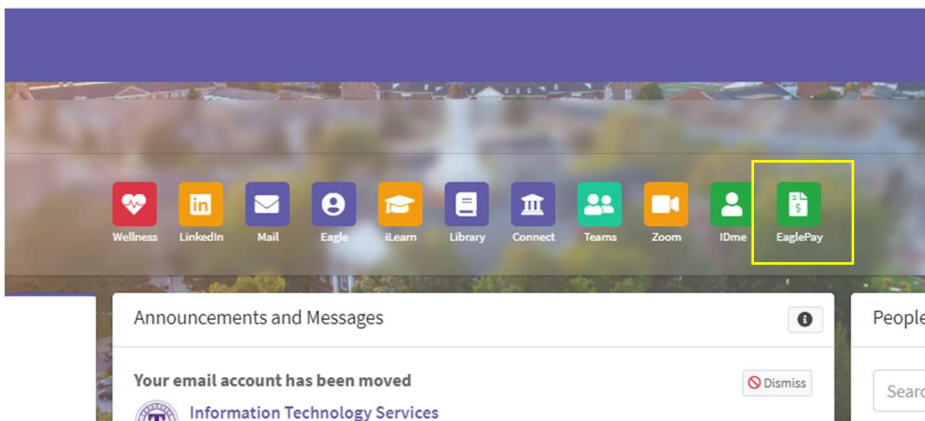Note: Username is the first portion of your student email (jasmith42)

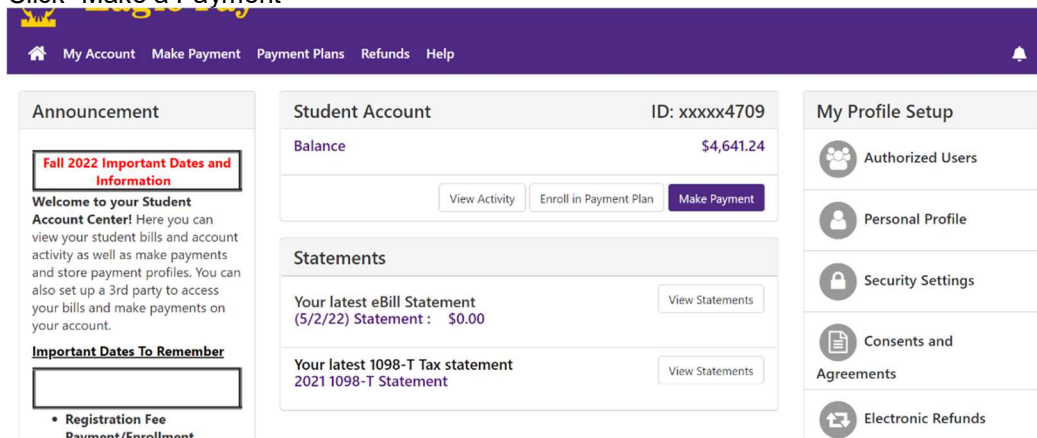Note: After signing in to Tech Express it will prompt you to use your Mobile Authenticator App

After using the Mobile Authenticator, it will take you to the next page you see below.

4. Select the "Eagle Pay" icon in the QuickLinks toolbar of Tech Express.

5. Click "Make a Payment"

6. You can choose to pay current account balance, pay the amount due or pay by term or line item. Make your selections, and click **CONTINUE.**

Account Payment

| Amount | Method | Confirmation | Receipt |

Payment Date: 7/26/22

Select Payment Option

| ○ **Current Account Balance** | ○ **Pay By Term** |
| $4,641.24 | Select which semester terms to pay |

Personal Note
Enter a brief payment note

Select Payment Option

| ◉ **Current Account Balance** | ○ **Pay By Term** |
| $4,641.24 | Select which semester terms to pay |

Current Account Balance
Enter payment amount and click 'Add' to include in the payment total.

Student Account | $4,641.24 $ 4,641.24   Add

Personal Note
Enter a brief payment note

| | **Payment Total** | **$0.00** |

7. Click on the drop down box next to "Method". Select "TransferMate INTL" at the end of the menu, and click **CONTINUE.**

Account Payment

Amount ——— Method ——— Confirmation ——— Receipt

* Indicates required information

Amount: $4,641.24

Method:* | Select Method ⌄ |

| Select Method |
| **Credit Card** |
| Credit Card via PayPath |
| **Other Payment Methods** |
| TransferMate INTL |
| Electronic Check (checking/savings) |
| Bank Wire |

Back   Cancel   Continue

*Credit card payments are h   ce. A non-refundable service fee will be added to your payment.

Electronic Check - Payments can be made from a personal checking or savings account.
Bank Wire - We accept payments in your local currency or US $ through Western Union Business Solutions.
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8. Once the screen refreshes, follow the prompts and enter the information required in order to confirm and complete your Transfermate payment**.**