

Payment plan Enrollment Instructions

Payment plans are available for a limited time at the beginning of each term through the Banner application please be sure you have your student Email and 12-digit password for proper log in.

1. www.drakestate.edu
2. Click on My Drake Experience
3. From here you will be prompted to log on with your A#@alabama.edu (your drake state student email) the email will be the first cell on the left and the next cell on the right will be your 12-digit password that was set up when you accepted the invitation to alabama.edu via personal email at the beginning of the semester.
***If you don't have this info please contact 256-539-8161 and follow prompting for the IT dept. Let them know you need to set up an Alabama.edu account.**
4. After successfully logging in click on student links **if on a cellular device** or look for the student links tile **if on a desktop computer**-Click on Pay tuition/fees (TouchNET)
5. Complete or enroll in 2 step verification ***Very important to protect your account from fraud
6. After doing this click on enroll in payment plan and follow the prompting to accept the terms and conditions. Please print out contract and if any questions please refer to contract generated.

Things to remember

- You have the option to set up auto pay which is preferred but if not, you can log in monthly and pay
- If you add/remove a class or you get a scholarship or any other monies after you've established a payment plan no worries give it 24 hours and your plan will update accordingly.
- Also, if your balance is paid off early by scholarship or any other payment no more payments will be withdrawn from your account.
- If you drop classes after add drop period and you are on the payment plan you will probably owe a balance for the difference of the classes you enrolled in. Please remember only 100% of funds are due back before or during add/drop.