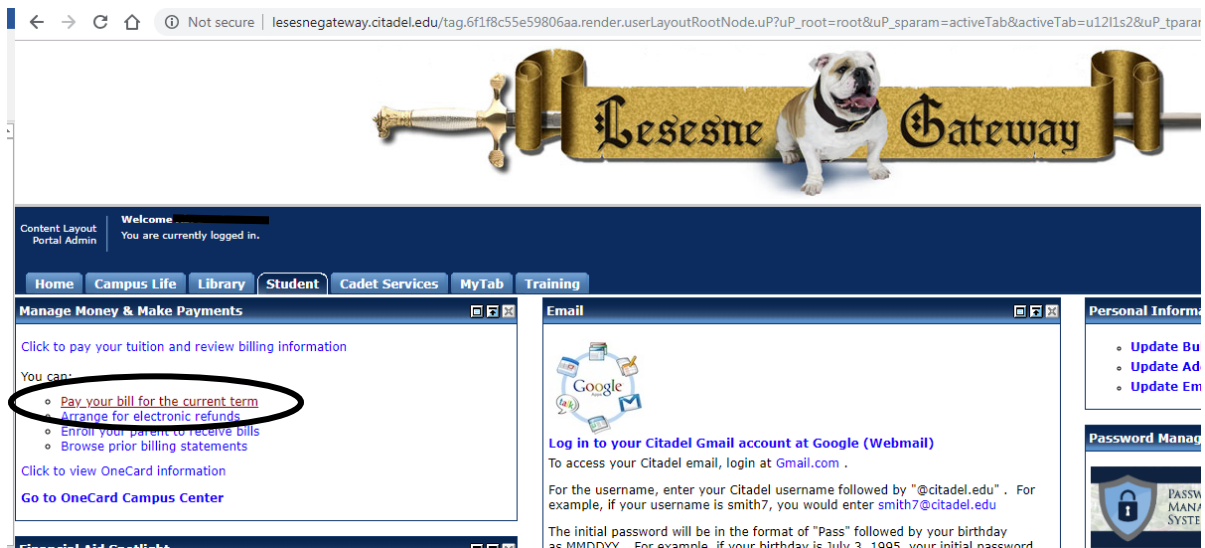


## Paying the Barracks Reservation Deposit Online:

### 1. Log in to Lesesne Gateway. On the student tab, click "pay your bill for the current term"



Content Layout Portal Admin Welcome [username] You are currently logged in.

Home Campus Life Library **Student** Cadet Services MyTab Training

**Manage Money & Make Payments**

Click to pay your tuition and review billing information

You can:

- Pay your bill for the current term
- Arrange for electronic refunds
- Enroll your parent to receive bills
- Browse prior billing statements

Click to view OneCard information

Go to OneCard Campus Center

**Email**

Log in to your Citadel Gmail account at Google (Webmail)

To access your Citadel email, login at Gmail.com .

For the username, enter your Citadel username followed by "@citadel.edu" . For example, if your username is smith7, you would enter smith7@citadel.edu

The initial password will be in the format of "Pass" followed by your birthday as MMDDYY . For example, if your birthday is July 3, 1995, your initial password

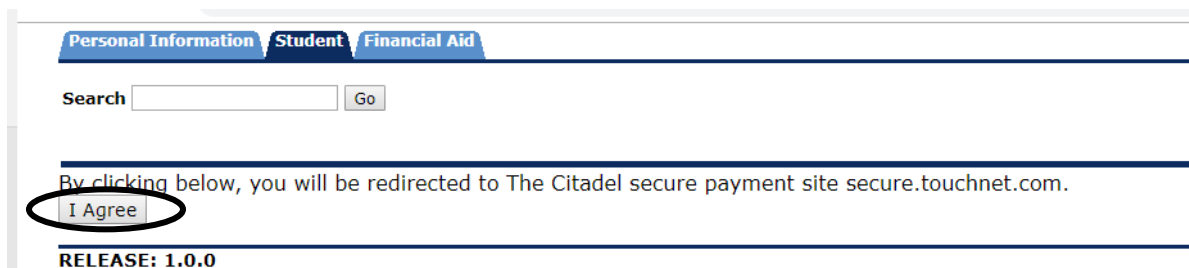
**Personal Information**

- Update Bu
- Update Ad
- Update Em

**Password Manag**

PASSW MANA SYSTE

### 2. Click "I agree" to access The Citadel's secure payment site



Personal Information **Student** Financial Aid

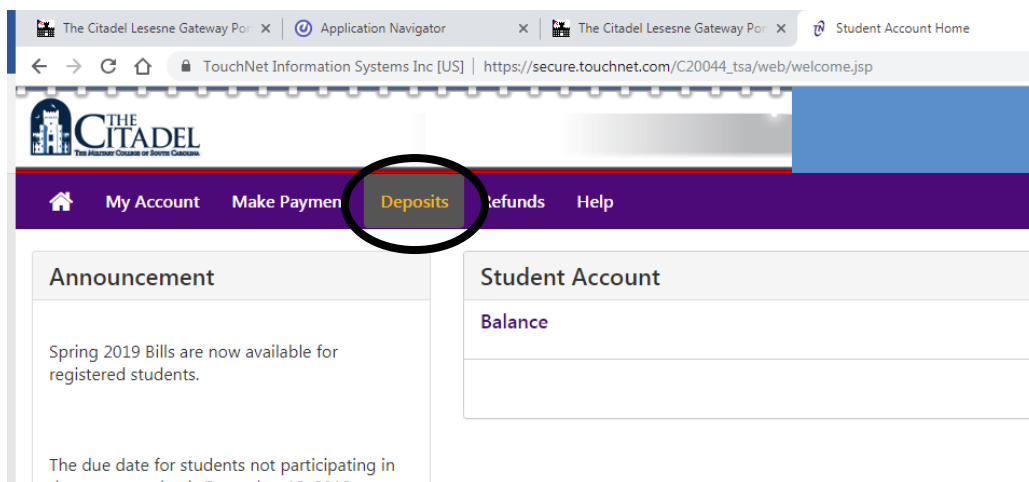
Search  Go

By clicking below, you will be redirected to The Citadel secure payment site secure.touchnet.com.

**I Agree**

RELEASE: 1.0.0

### 3. Click on the Deposits tab (third from left)



The Citadel Lesesne Gateway Por x Application Navigator x The Citadel Lesesne Gateway Por x Student Account Home x

TouchNet Information Systems Inc [US] | https://secure.touchnet.com/C20044\_tsa/web/welcome.jsp

**THE CITADEL**  
The American Citadel of Social Classics

My Account Make Payment **Deposits** Refunds Help

**Announcement**

Spring 2019 Bills are now available for registered students.

The due date for students not participating in the payment plan is December 13, 2019.

**Student Account**

Balance

4. Choose "Upperclass Cadet Deposit" in the Select a deposit dropdown box, click select

CITADEL  
The Citadel College of South Carolina

My Account Make Payment Deposits Refunds Help

### Deposit Payment

Deposit Payment Deposit History

Amount Method Confirmation Receipt

Select a term then deposit payment account you would like to make a payment toward

Select a term  Select

Select a deposit  Select

5. Click the green Continue button

### Deposit Payment

Deposit Payment Deposit History

Amount Method Confirmation Receipt

Select a deposit  Select

Upperclass Cadet Deposit	
Deposit name	Upperclass Cadet Deposit
Deposit description	UPPERCLASSMEN HOUSING DEPOSIT FOR FALL 2020
Term	Fall 2020
Payment amount	\$300.00

6. Select payment method, click continue (note: only credit or debit cards accepted)

### Deposit Payment

Deposit Payment Deposit History

Amount Method Confirmation Receipt


Amount

Method

**Debit and Credit Card** - We accept the following credit and debit cards.

VISA MASTERCARD AMERICAN EXPRESS DISCOVER BCard

## 7. Enter payment information and continue

 Logged in as: Abigail A.

[Home](#) [My Account](#) [Make Payment](#) [Deposits](#) [Refunds](#) [Help](#)

### Deposit Payment

Deposit Payment | Deposit History

Amount — Method — Confirmation — Receipt







Amount: \$300.00  
Method: Credit or Debit Card

#### Account Information

\* Indicates required fields  
\*Card number:

[Back](#) [Cancel](#) [Continue](#)

**Debit and Credit Card** - We accept the following credit and debit cards.

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