

Billing Portal

Student Access

1. Student Log on to myHill <https://myhill.stonehill.edu>
2. Go to the myServices tab, myBill

Setting up an Authorized User

1. Student log on to myHill <https://myhill.stonehill.edu>
2. Go to the myServices tab, myBill
3. Click on My Account Tab
4. Click on Authorized Users Tab
5. Click on Current Authorized Users to Edit or Delete Authorized User
6. Click on Add Authorized User to add an authorized user
7. If more than one authorized user is needed, repeat the process
8. Authorized users will receive an email with password and link to log into the billing portal

Authorized User Access

1. Click on link in email to access log in page or go to https://secure.touchnet.net/C21449_tsa/web/index.jsp
2. Log on using email address and password
3. Click on My Profiles
 - a. To change the email address where you will receive notifications or your password
 - b. Add a cell phone number to receive texts of notifications
 - c. Change or add bank account information for payments
4. If an authorized user has more than one student, click on Select Student tab to choose student(s)
5. Account balances can be viewed and payments can be made from any tab
6. Click on Payment Plans to enroll in a payment plan

Questions?

Email studentaccounts@stonehill.edu

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