Setup Texting for Students using Touchnet Student Account Center

Gordon State College utilizes Touchnet’s Student Bill + Payment application to allow for online viewing and payment of a student’s account for charges. Communication for billing and other information is in the form of email using the Gordon email account you were assigned at acceptance to Gordon State College. If you would like the same information sent as a Text to your cell phone, you can set up the phone number in the Student Account Center. **Note: This applies only to emails generated within the Touchnet Student Account Center which pertain to bills, statements, payments, and authorized users. It does not include Admissions, Registrar, or Financial Aid Office emails.**

**Step 1: Accessing Student Account Center**

1. Go to [www.gordonstate.edu](http://www.gordonstate.edu).
2. Click on ‘My Gordon’ from the top blue utility bar.
3. From “My Gordon” under For Gordon Student, click **select** Pay Now.

For Gordon students

- Pay Now
- Academic/Computer Labs
- Advising Notes for Students
- Graduation Ceremony Registration System
- Information Technology Orientation
- ResponseCard Student Web Utility
- Web Credit Card Payment Instructions

4. You will be redirected to the Student Account Center where you will need to **enter your 929 number and 6 digit pin**. Click Login.

5. My Account Page shows your Current Account Status. Your Estimated Financial Aid will be shown.
Step 2: Setup Text Phone Number

1. Click My Profiles from the Menu bar.

2. Click for Communication

3. In the Mobile phone: field, enter the phone number you wish to receive the text.
4. Use the to select the mobil carrier from the drop down list.

5. Click the Save Changes button. Any email regarding you bill statements or payments will be sent to this email account as well as your Gordon email account.