Career Fair Payment Options

Credit card

Please use the link provided and follow these steps:

https://secure.touchnet.com/C20134_ustores/web/store_main.jsp?STOREID=2&SINGLESTORE=true

- Select "Payment on Account"
- Enter the payment amount
- Type in the “Name on Account” (your name and company name)
- Type in the password "bursar" (all lower case, no quotes)
- Click “Continue”
- Click "Checkout" and enter in your email address
- Click on "Continue Unregistered."
- Enter in your credit card information
- Click “Continue” and it will then ask you for the MTSU ID number. Please enter M00000000.
- Click “Review Order” then “Submit Order.”
- You should receive a receipt – please email a copy of that receipt to either Melissa Houghton or John Shires so that we can notify the Bursar’s office of the impending transaction.

If you have any questions or problems, please contact Melissa Houghton at 615-898-5629 or melissa.houghton@mtsu.edu or John Shires at 615-898-2956 or john.shires@mtsu.edu.

Check

Please make checks out to MTSU Chemistry Department

Mail the registration form and check to:

Melissa Houghton
Chemistry Department
MTSU Box 68
Murfreesboro, TN 37132-0001