VIEW ACCOUNT BALANCE

Student can view their account details such as account activity by term, charges due, payments made and etc.

Step 1:

Navigation: Self Service > Campus Finances > Account Inquiry

![Figure 1: Page showing Account Summary](image1)

Step 2:

Student can view their account balance at Account Summary.

![Figure 2: Page showing Account Summary with current and future due highlighted](image2)
Step 3:

Click the ‘activity’ tab to view account activity.

Figure 3: Activity tab displaying account transactions

Student also can view account activity by particular term.

Figure 4: Activity tab displaying options for account transactions by term
Step 3:
Click the ‘charges due’ tab to view details of the charges.

Figure 5: Charges due tab displaying summary of charges

Step 4:
Click the ‘payments’ tab to view details of the payments and/or waivers given.

Figure 6: Payments tab displaying history of payments