

## Charges Due

This document provides information on viewing the Charges Due.

To access your charges due information log in to the portal, **My Akron**, at <http://my.uakron.edu/> with your UANetID and password.

There is an online tutorial available which accompanies this document. A tutorial exists for the following self-service applications: Account Summary, Make a Payment, and Total Due Charges. Please navigate to <http://www.uakron.edu/training/StudentV9.dot> and select the link for the appropriate tutorial.

### Important Guidelines:

- ✓ Log into **My Akron** (my.uakron.edu) to access the self-service applications.
- ✓ ALWAYS log out of the portal by clicking on the Sign Out link - clicking the X does not end your session

## Charges Due

### Instructions:

1. Log in to **My Akron** with your Uanet ID and password.



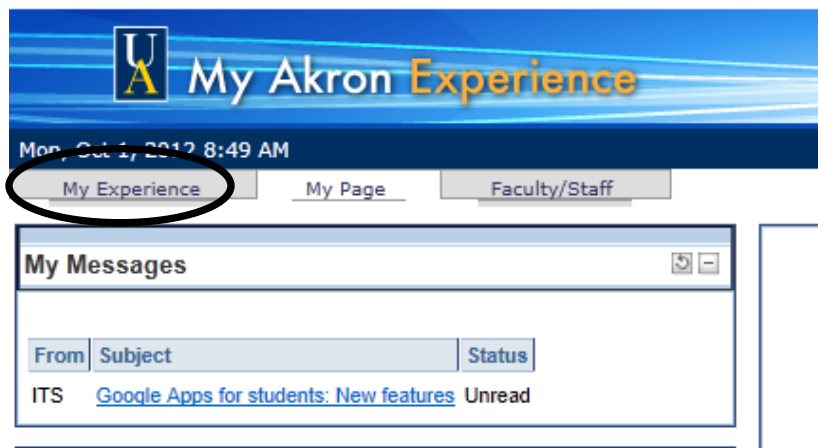
#### University of Akron Login

Authentication is required to access My Akron.

Uanet ID:

Password:

2. Click the “**My Experience**” tab.



**Instructions:**

3. Click on the “**Student Center**” link located in the left side of the page. The **Student Center** allows you to access all of your academic and personal information.

U My Akron Experience

Mon, Oct 1, 2012 8:49 AM

My Experience My Page Faculty/Staff

[Student Center](#)


[Springboard](#)

[E-Mail](#)

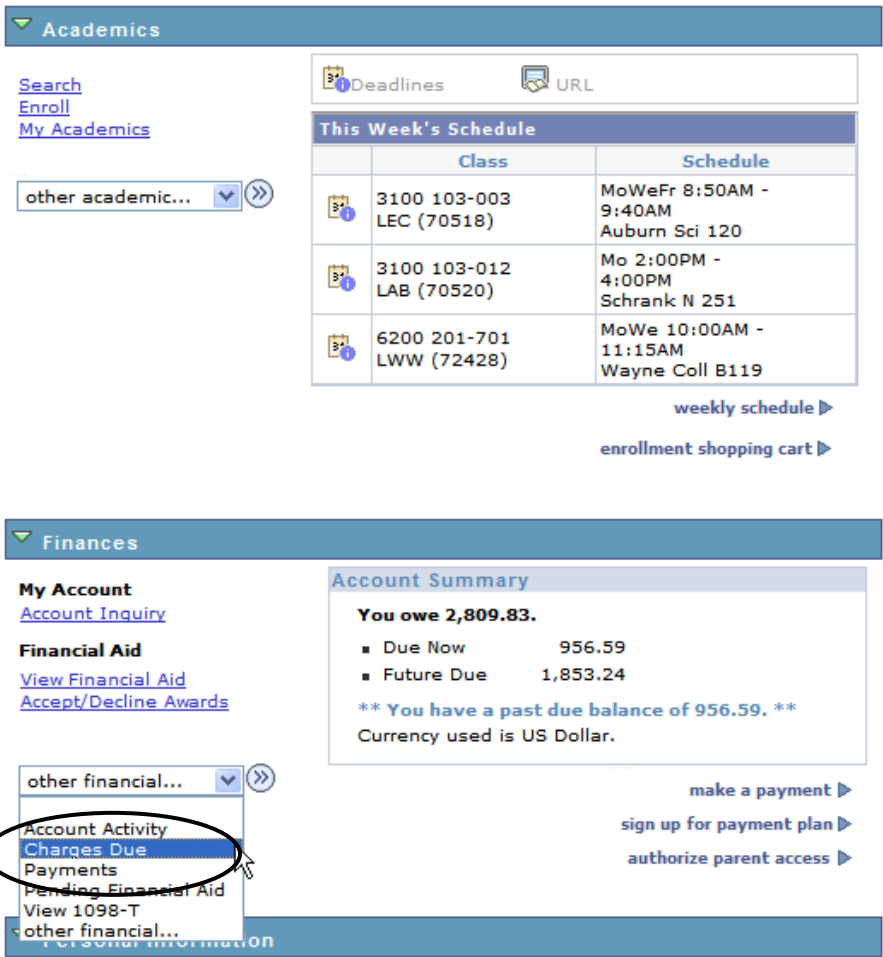
Reminders

- Majors Mosaic
- Learn About UA Programs at Majors Mosaic
- Attend events for Homecoming Week, October 1-7th
- Be sure to complete the MAP-Works Fall survey by October 7
- US-China Relations in an Election Year
- Participate in National Depression Screening Day

**Instructions:**

- 4. From the **Student Center** you can easily navigate to your academic, financial, and personal information. The **Financial** Information is located in the center of the page.
- 5. From the Student Center main page, click the “**other financial...**” down arrow and select **Charges Due** and then click the  icon.




**Nancy's Student Center**



The screenshot displays the 'Nancy's Student Center' interface. It is divided into two main sections: 'Academics' and 'Finances'.

**Academics Section:**

- Navigation links: Search, Enroll, My Academics.
- Dropdown menu: 'other academic...' with an arrow icon.
- Deadlines and URL icons.
- This Week's Schedule Table:**

	Class	Schedule
	3100 103-003 LEC (70518)	MoWeFr 8:50AM - 9:40AM Auburn Sci 120
	3100 103-012 LAB (70520)	Mo 2:00PM - 4:00PM Schrank N 251
	6200 201-701 LWW (72428)	MoWe 10:00AM - 11:15AM Wayne Coll B119

Additional links: weekly schedule ►, enrollment shopping cart ►

**Finances Section:**

- Navigation links: My Account, Account Inquiry, Financial Aid, View Financial Aid, Accept/Decline Awards.
- Dropdown menu: 'other financial...' with an arrow icon. The menu is open, showing options: Account Activity, **Charges Due** (highlighted with a red circle), Payments, Pending Financial Aid, View 1098-T, other financial...
- Account Summary:**

**You owe 2,809.83.**


- Due Now 956.59
- Future Due 1,853.24

\*\* You have a past due balance of 956.59. \*\*

Currency used is US Dollar.

Additional links: make a payment ►, sign up for payment plan ►, authorize parent access ►

**Instructions:**

6. The **Charges Due** page is displayed. The table at the top provides a summary of charges by due date. The bottom table provides detail information by due date.
7. To view the charges for a specific term click the “**View By**” drop-down and select the desired term and click the **Go** button.
8. Not all of the transactions may appear on one page - use the  icon to advance through the transactions.
9. Use the links provided at the bottom of the page to **Make a Payment**, **Sign Up for a Payment Plan**, or **Authorize Parent Access**. Additional links are provided at the bottom of the page to navigate to other areas of self-service (Account Inquiry, Account Services, etc.).

**Charges Due**

Following is a Running Totals summary by due date of the charges and deposits that you owe. Review either the Details by Due Date table or the Details by Charge table to see the specific charges.

Advance to the next set of transactions.

Summary of Charges by Due Date		
	Find   View All	First 1-3 of 3 Last
Due Date	Due Amount	Running Total
08/31/2008	956.59	956.59
10/01/2008	926.62	1,883.21
10/31/2008	926.62	2,809.83

Currency used is US Dollar.

**Details by Due Date**

Currency used is US Dollar.

View By:

Details by Charge			
	Find   View All	First 1-6 of 6 Last	
Charge	Due Date	Term	Amount
2008FALLPAYPLAN - Payment Plan Installment	08/31/2008	2008 Fall	926.59
2008FALLPAYPLAN - Payment Plan Service Charge	08/31/2008	2008 Fall	30.00
2008FALLPAYPLAN - Payment Plan Installment	10/01/2008	2008 Fall	926.62
2008FALLPAYPLAN - Payment Plan Installment	10/31/2008	2008 Fall	926.62
<b>Total due for this view</b>			<b>2,809.83</b>
<b>Total due</b>			<b>2,809.83</b>

Currency used is US Dollar.

[Make a Payment](#)   [Sign Up for Payment Plan](#)   [Authorize Parent Access](#)

[Account Inquiry](#)   [Account Services](#)

[Summary](#)   [Activity](#)   [Charges Due](#)   [Payments](#)   [Pending Aid](#)

go to ...