

Account Inquiry/Summary

This document provides information on viewing the Account Summary.

To access your account summary 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

Account Inquiry/Summary

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:

Login

2. Click the “**My Experience**” tab.

A screenshot of the My Akron Experience dashboard. The header features the University of Akron logo and the text "My Akron Experience". Below the header, the date and time "Mon, Oct 1, 2012 8:49 AM" are displayed. There are three tabs: "My Experience" (circled in red), "My Page", and "Faculty/Staff". Below the tabs is a "My Messages" section with a table of messages. The table has columns for "From", "Subject", and "Status". One message is listed: "ITS" from "Google Apps for students: New features" with a status of "Unread".

From	Subject	Status
ITS	Google Apps for students: New features	Unread

Instructions:

3. Click on the “**Student Center**” link located in the left side of the page.

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. The **Account Summary** displays the total amount owed – including any amount due now and in the future.
6. Click the **Account Inquiry** link to view further details related to your account.

Nancy's Student Center

Academics

[Search](#)
[Enroll](#)
[My Academics](#)

other academic... »

Deadlines
URL

This Week's Schedule

	Class	Schedule
Deadlines	6200 201-701 LWW (72428)	MoWe 10:00AM - 11:15AM Wayne Coll B119

[weekly schedule ▶](#)
[enrollment shopping cart ▶](#)

Finances

My Account
[Account Inquiry](#)

Financial Aid
[View Financial Aid](#)
[Accept/Decline Awards](#)

other financial... »

Account Summary

You owe 2,113.70.

- Due Now 724.56
- Future Due 1,389.14

**** You have a past due balance of 724.56. ****

Currency used is US Dollar.

[make a payment ▶](#)
[sign up for payment plan ▶](#)
[authorize parent access ▶](#)

Personal Information

[Emergency Contact](#)
[Names](#)
[User Preferences](#)

other personal... »

Contact Information

Home Address	Mailing Address
	d
Home Phone 222/332-1132	UANet Email Address

Instructions:

7. The Account Inquiry page is displayed.
8. Click the **Charges Due** link to view the specific breakdown of charges.
9. From this page you can also **Make a Payment**, **Sign up for Payment Plan**, **Authorize Parent Access**, and **View your Financial Aid** by selecting the appropriate link.

go to ...

Account Inquiry		Account Services		
summary	activity	charges due	payments	pending aid

Account Summary

You owe **2,809.83**. For the breakdown, access [Charges Due](#)

- Due Now 956.59
- Future Due 1,853.24

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

What I Owe			
Term	Outstanding Charges & Deposits	Pending Financial Aid	Total Due
2008 Fall	2,809.83		2,809.83
Total	2,809.83		2,809.83

Currency used is US Dollar.

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

▾ Remittance Addresses

[Financial Aid](#)

Account Inquiry **Account Services**

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

go to ...

Instructions:

10. The following is a sample of the **Charges Due** detail.

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.

Summary of Charges by Due Date		
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			
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
Total due for this view			2,809.83
Total due			2,809.83

Currency used is US Dollar.