

1. Log into your UofC Student Portal ([my.ucalgary.ca](https://my.ucalgary.ca))


## Log in

[Continue with your IT account](#)

For current students and staff.

[Continue with your eID](#)

For student applicants, alumni, and guests.

 UNIVERSITY OF CALGARY | **Start something.**

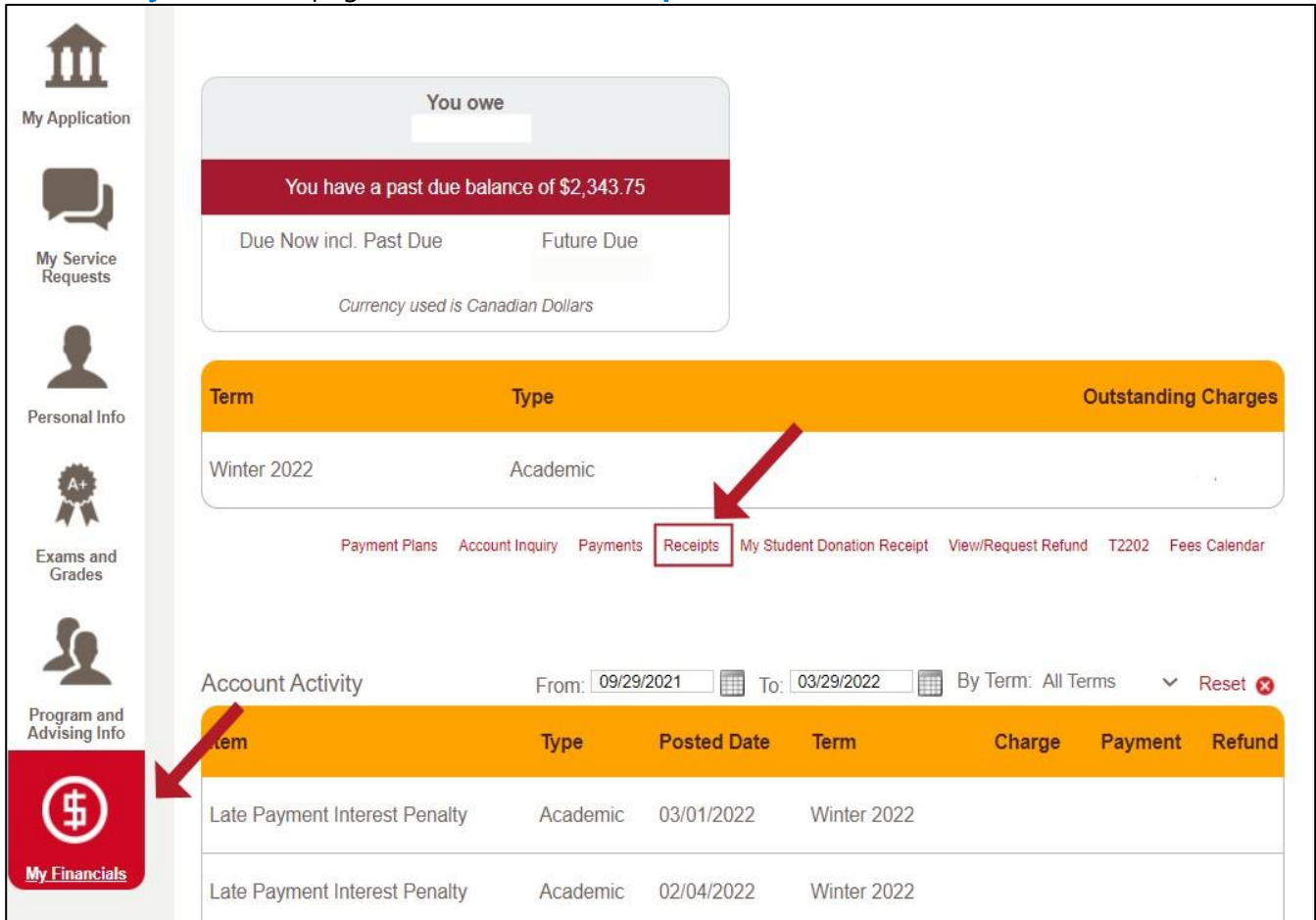
## Sign in

[Can't access your account?](#)

[Back](#) [Next](#)

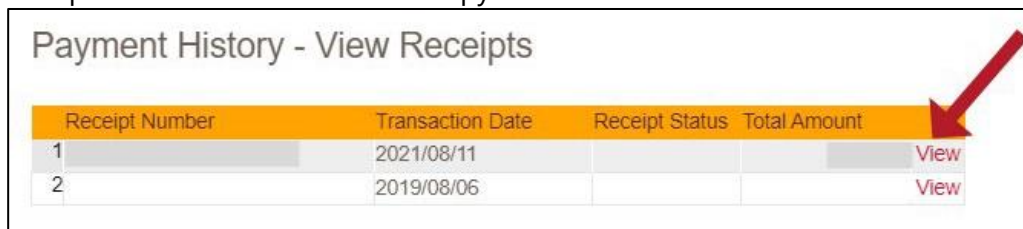
[Register IT Account](#) | [Account FAQs](#) | [Contact UCalgary IT Support](#)

2. Go to the **My Financials** page and click on the **Receipts** red link.



The screenshot shows the 'My Financials' page. On the left is a navigation menu with icons for: My Application, My Service Requests, Personal Info, Exams and Grades, and Program and Advising Info. The 'My Financials' icon (a red square with a white dollar sign) is highlighted with a red arrow. The main content area shows a 'You owe' summary with a past due balance of \$2,343.75. Below this is a table with columns 'Term' and 'Type', showing 'Winter 2022' and 'Academic'. A red arrow points to the 'Receipts' link in the navigation bar. Below the navigation bar is an 'Account Activity' section with filters for 'From' (09/29/2021), 'To' (03/29/2022), and 'By Term' (All Terms). A table below shows account activity with columns: Term, Type, Posted Date, Term, Charge, Payment, Refund. Two rows are visible, both for 'Late Payment Interest Penalty' in 'Academic' type during 'Winter 2022'.

3. The Receipts window will show a history of all the payments made to the account. For specific receipts, click on View to open and download the PDF copy.



The screenshot shows the 'Payment History - View Receipts' window. It contains a table with columns: Receipt Number, Transaction Date, Receipt Status, Total Amount, and a 'View' link. Two rows are shown: Receipt 1 with Transaction Date 2021/08/11, and Receipt 2 with Transaction Date 2019/08/06. A red arrow points to the 'View' link for Receipt 1.

Receipt Number	Transaction Date	Receipt Status	Total Amount	View
1	2021/08/11			View
2	2019/08/06			View

4. You will need to **disable your pop-up blocker** as the document will open in a new tab/window.

 UNIVERSITY OF CALGARY	RECEIPT	University of Calgary 2500 University Drive NW Calgary AB, Canada T2N 1N4 www.ucalgary.ca
Student ID: Name:	Receipt Number: Transaction Date: 2022-03-16	
Method of Payment: TD Canada Trust Payment		
		Total Paid: _____
<small>Tuition and General Fees are due by the fee payment deadline each term. Interest will be charged on outstanding balances at the rate of 1 per cent per month. Interest is calculated on daily outstanding balances of \$100.00 or more and is not compounded. Please visit <a href="http://www.ucalgary.ca/registrar">www.ucalgary.ca/registrar</a> for fee deadlines.</small>		
<small>Tuition or general fee refunds will be made for courses dropped up to and including the course drop deadline as outlined in the Academic Schedule. If a credit balance remains on the account, students may request a refund through the online Student Centre. For more information, please visit <a href="http://www.ucalgary.ca/finance/student/balances-and-refunds">www.ucalgary.ca/finance/student/balances-and-refunds</a>.</small>		
<small>The T2202 Tuition and Enrolment Certificate will be available each year in the online Student Centre by February 28 for the prior tax year.</small>		

**End of Procedure. For further questions, please contact [Enrolment Services](#).**