

The following will guide you through the My Financials page on the <u>Student Portal</u>.

1. Log into MyUofC portal



2. After logging into the MyUofC portal, you can view your fees from the My Financials page

lome				Other Payment Option Information
III plication	Yo	ou owe \$0.00		
	Due Now incl. Past Due \$0.00	Future Due \$2,035.90		
Service quests	Currency used	d is Canadian Dollars		
	Term	Туре		Outstanding Charg
ni Home	Fall 2021	Academic		\$2,035
	Payment Plans	Account Inquiry Payments Re	eceipts My Student Donation Receipt	View/Request Refund T2202 Fees Calend
anal Info	Payment Plans	Account Inquiry Payments Ri From: <u>12/04/202</u>	My Student Donation Receip To: 06/04/2021	View/Request Refund T2202 Fees Calend
nal Info	Payment Plans Account Activity Item	Account Inquiry Payments Ri From: 12/04/202 Type F	eceipts My Student Donation Receipt 0 To: 06/04/2021 Posted Date Term	View/Request Refund T2202 Fees Calend
anal Info ms and rades	Payment Plans Account Activity Item	Account Inquiry Payments R From: 12/04/202 Type F	eceipts My Student Donation Receipt 0 To: 06/04/2021 Posted Date Term	View/Request Refund T2202 Fees Calend
anal Info	Payment Plans Account Activity Item	Account Inquiry Payments Ri From: 12/04/202 Type F	eceipts My Student Donation Receipt To: 06/04/2021 Stated Date Term	View/Request Refund T2202 Fees Calend By Term: All Terms Reset Charge Payment Refu
Conal Info	Payment Plans Account Activity Item	Account Inquiry Payments R	eceipts My Student Donation Receipt	View/Request Refund T2202 Fees Calend By Term: All Terms Reset Charge Payment Refu



- **Understanding Your Fees**
- 3. The **My Financials** page outlines all of the charges, payments and any other financial activity on your account. There are several ways to navigate and view these details.





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4. Any outstanding charges are viewable in the red box under the **Account Summary.** Charges due in the future are displayed here as well.

Account Summary	
You ov \$645.6	ve 4 8
You have a past due b	alance of \$645.68
Due Now incl. Past Due	Future Due

5. Current charges will be listed in the yellow box under **Account Summary**. These charges are broken down by term.

CIIII	Туре	Outstanding Charges
Spring 2021	Academic	\$645.68
all 2021	Academic	\$1,835.90



Understanding Your Fees

6. The **Account Activity** section will list all the charge, payment, and refund history on your account. It acts as a running ledger of all charges, payments, and adjustments made to the account.

	Account Inq	uiry Payments Rec	eipts View/Request	Refund T2202A	Fees Calenda
Account Activity	From: 08/13/2018	To: 02/13/2019	9 📰 By Ter	m: Fall 2018	Reset (
Item	Posted Date	Term	Charge	Payment	Refu
Payout of Scholarship Refund	11/13/2018	Fall 2018			\$1,500.(
Offline Payment	10/05/2018	Fall 2018		\$2,868.05	

Account Activity can be sorted by date or by specific term. You can sort by term using the drop down menu on the right.

ccount Activity	From: 12/	04/2020 To:	06/04/2021	By Term: Fa	II 2021 🗸 🗸	Reset 🛞
tem	Туре	Posted Date	Term	Charge	Payment	Refund
Canadian Tuition Fees	Academic	06/04/2021	Fall 2021	\$1,728.90	A	



7. Click on **Payment Plans** to view current payment plans or enroll in a new plan.

Outstanding Charges	Туре	Term
\$645.68	Academic	Spring 2021
\$1,835.90	Academic	Fall 2021
onation Receipt View/Request Refund T2202 Fees Calendar	Plans Account Inquiry Payments Receipts My Student Do	Payment Pla

You can review your active payment plan's due dates and installments. Select **Enroll in a Payment Plan** to see the payment plans available.

Payment Plan Ch	arges				Outstanding
Term	Payment Plan	Due Date	Due Amount	Amount Paid	Amount
Summer 2021	Undergraduate Summer 2021	2021/07/30	337.45	j	337.45
Summer 2021	Undergraduate Summer 2021	2021/08/30	317.46	i	317.46
	ments that are not paid by the specified Due	Date will be subject	to Late Fees and	Interest.	



Understanding Your Fees

8. Click on **Account Inquiry** to view a quick summary of charges and payments.



Here, you can sort the charge details by **due date** or **term.**

	Spring 2021	645	.68	0.00	otal Duc I	or remi	645.68
217	Fall 2021	1835	.90	0.00		1	835.90
🗢 Pot	ential Credits						
ērm	Item			Amount			
🗢 Cha	rges		· ·				
O Sho	w current charge	8					
Fi	rom 2008/08/03	To 2021/0	9/24			Refresh	
🔘 Sho	ow by specific terr Fall 2021	n ¥					
	Item		Туре	Due Date	Amount F	Paid	Balance
	21 UG Donatio	n	Academic	2021/09/24	10.00	0.00	10.00
*Fall 20			A second se	2021/00/24	23 75	0.00	22.75
*Fall 20 Fall 20	21 UG Student	s' Union Ancillary	Academic	2021/03/24	23.13	0.00	23.75
*Fall 20 Fall 20 Fall 20	21 UG Student 21 UG Student	ts' Union Ancillary ts' Union General	Academic	2021/09/24	32.50	0.00	32.50
*Fall 20 Fall 20 Fall 20 *Fall 20	21 UG Student 21 UG Student 21 UG Student 21 UG Student	ts' Union Ancillary ts' Union General t Dental Plan	Academic Academic Academic	2021/09/24 2021/09/24 2021/09/24	32.50 90.00	0.00	23.75 32.50 0.00
* Fall 20 Fall 20 Fall 20 * Fall 20 * Fall 20	21 UG Student 21 UG Student 21 UG Student 21 UG Student 21 UG Student	ts' Union Ancillary ts' Union General t Dental Plan t Health Plan	Academic Academic Academic Academic	2021/09/24 2021/09/24 2021/09/24 2021/09/24	32.50 90.00 103.00	0.00 90.00 103.00	23.75 32.50 0.00 0.00
* Fall 20 Fall 20 Fall 20 * Fall 20 * Fall 20 Fall 20	21 UG Student 21 Student 21 Student	ts' Union Ancillary ts' Union General t Dental Plan t Health Plan rvices Fee	Academic Academic Academic Academic Academic	2021/09/24 2021/09/24 2021/09/24 2021/09/24 2021/09/24	32.50 90.00 103.00 240.75	0.00 90.00 103.00 0.00	23.75 32.50 0.00 0.00 240.75



9. Click on **Payments** to view any funds that have been applied to your account. This will include offline sponsorships, opt-out & donation waivers, award payments and any other payments you have made through the available payment methods.



NOTE: Opt-outs will apply as waivers against the charge.

From 2020/12/04	o 2021/06/04		go				
Posted Payments		Find	View All	First	0	1-4 of 4	○ Last
Date Paid	Payment Type					Pa	aid Amount
2021/06/04	Waive UG De	ntal					90.00
2021/06/04	Waive UG He	alth					103.00
2021/06/04	Payment						200.00
	Total Posted	Paymen	us . "his viev	v			393.00
Currency used is Canadian Dollars							
Pending Payments							
You have	/e no pending p	ayments	i.				
						-	

Click on the **Paid Amount** link to review how a particular payment applied to your charges.







10. Click on **Receipts** for access to all past payments applied to your account.



NOTE: Receipt will open in a new window, please ensure your pop up blockers are disabled.

Receipt Number	Transaction Date	Receipt Status	Total Amount
282915	2021/06/04		200.00 View
UCALG-			1,416.34 View
			View
			View
			View
			View
			View
			View
			View
			View
		-	View
			View



11. Click on **Fees Calendar** to redirect to the Academic Calendar where you can find fee and opt-out deadlines.

Spring 2021	Academic	\$645.68
Fall 2021	Academic	\$1,835.90
Payment F	lans Account Inquiry Payments Receipts My Student Donation I	Receipt View/Request Refund T2202 Fees Calendar
ccount Activity	From: 12/04/2020 To: 06/04/202	1 By Term: Fall 2021 Y Reset 😣

12. Withholds may be placed on student access to registration and other services for reasons including, but not restricted to: indebtedness to the University (fees, library fines, parking, residence, laboratory fees, etc.), faculty registration restrictions, outstanding documents, etc. Prior to registering for a term, students are advised to check for any withholds on their records.

Holds can be found on the **Home** page. Click the hold to find out more details. Please note, the hold must be cleared by the governing department. Contact information for each hold can be found by clicking on the link.



Understanding Your Fees



End of Procedure.

Related Guides: Fees & Financials – View/Request Refund Fees & Financials – Enroll in a Payment Plan