

Student Financials View My Account

Procedure

Use this lesson to view your Account.

The screenshot shows the 'Sean's Student Center' interface. The main content area is titled 'Academics' and features a '2008 Fall Schedule' table. To the left of the table is a search box with a dropdown menu and a search button. To the right of the table is a 'Financial Services' section with several links. On the far right, there is a sidebar with various utility links and information.

2008 Fall Schedule	
Class	Schedule
ECON 322-0-20 LEC (22443)	MoWeFr 3:30PM - 4:50PM University Hall 102
HISTORY 381-1-01 LEC (14645)	MoWeFr 10:00AM - 10:50AM University Hall 101
INTL_ST 201-1-01 LEC (13165)	TuTh 2:00PM - 3:20PM Harris Hall 107
INTL_ST 201-1-62 DIS (13265)	Fr 12:00PM - 12:50PM Kresge Centennial Hall 4416
POLI_SCI 344-0-20 LEC (21535)	TuTh 11:00AM - 12:20PM Annenberg Hall G15
POLI_SCI 344-0-60 DIS (21582)	Th 1:00PM - 1:50PM Lunt Hall 103

enrollment shopping cart ▶

Financial Services

- [View My Account](#)
- [View E-Bill & E-Payment](#)
- [Make SPAY Payment](#)

SEARCH FOR CLASSES

EVALUATE CLASSES

REVIEW EMERGENCY INFO.

News and Info

- [Announcements](#)

Holds

No Holds.

To Do List

No To Do's.

Enrollment Dates

Enrollment Appointment
You may begin enrolling for the 2008 Fall Regular Academic Session session on May 19, 2008.

[details ▶](#)

Advisor

Program Advisor
Monica RusselyRodriguez

[details ▶](#)

Step	Action
1.	On the Student Center home page, you will see a list of Financial Services links. The "View My Account" is the first option. Select this link. Click the View My Account link. View My Account

Northwestern University Customer Account

Sean Student Undergraduate Weinberg College of Arts & Sci

Grand Totals:	Account Balance	Total Anticipated Aid	Adjusted Balance
View Your Unapplied Deposits	\$-18,847.00	\$0.00	\$-18,847.00
View 9PAY activity			

Please Note: The "Grand Totals" were calculated by summing the term by term ending balances from the detail below.

Your adjusted balance is typically as of the prior business day. Most transaction changes to your account are posted nightly. Your balance includes all previous outstanding debts, including those from previous terms. Your account balance is calculated by subtracting credits and payments from charges made to your account. Your adjusted balance is calculated by subtracting your anticipated aid from your account balance. A change in your anticipated aid will change your balance due.


Term Totals (use arrows to move from term to term)				Find View All	First	1 of 11	Last
Term	Account Balance	Anticipated Aid	Adjusted Balance				
2008 Summer	\$-18,000.00	\$0.00	\$-18,000.00				

Account Transactions (Charges and Credits)						Find
Date Posted	Effective Date	Date Billed	Description	Due Date	Amount	
07/01/2008	06/30/2008	07/10/2008	4065 Pmt. Thank You Check	08/01/2008	\$-18,000.00	

Step	Action
2.	The Customer Account page displays. The page defaults to the last term in which you have financial transactions.

Term Totals (use arrows to move from term to term)				Find View All	First	1 of 11	Last
Term	Account Balance	Anticipated Aid	Adjusted Balance				
2008 Summer	\$-18,000.00	\$0.00	\$-18,000.00				

Account Transactions (Charges and Credits)						Find
Date Posted	Effective Date	Date Billed	Description	Due Date	Amount	
07/01/2008	06/30/2008	07/10/2008	4065 Pmt. Thank You Check	08/01/2008	\$-18,000.00	

Step	Action
3.	To view another term, use the "Next" arrow to go to previous terms. Click the Show next row button. 

Term Totals (use arrows to move from term to term)				Find View All	First	2 of 11	Last
Term	Account Balance	Anticipated Aid	Adjusted Balance				
2008 Spring	\$-847.00	\$0.00	\$-847.00				

Account Transactions (Charges and Credits)						Find
Date Posted	Effective Date	Date Billed	Description	Due Date	Amount	
03/03/2008	03/03/2008	03/10/2008	Spring Tuition-WCAS	04/01/2008	\$11,688.00	
03/06/2008	03/04/2008	03/10/2008	Meal Plan Evanston Weekly 8	04/01/2008	\$817.00	
03/14/2008	03/13/2008	04/10/2008	Meal Plan Evanston Weekly 8	05/01/2008	\$-817.00	
03/03/2008	03/03/2008	03/10/2008	ASG Activity Fee	04/01/2008	\$44.00	

Step	Action
4.	Notice that the transactions you now see displayed are for the previous term, 2008 Spring.

Northwestern University Customer Account

Sean Student Undergraduate Weinberg College of Arts & Sci

Grand Totals:	Account Balance	Total Anticipated Aid	Adjusted Balance
View Your Unapplied Deposits	\$-18,847.00	\$0.00	\$-18,847.00
View 9PAY activity			

Step	Action
5.	If you would like to see the status of any unapplied deposits, click on the "View Your Unapplied Deposits" link. Click the View Your Unapplied Deposits link. View Your Unapplied Deposits

Your Unapplied Deposits

Unapplied Deposits do not apply to your account balance. If you have a question about why an item has not been applied to your account balance, please contact the Office of Student Accounts.

Detail	Find	First	1 of 1	Last
Item Term	Date Posted	Effective Date	Description	Amount
*** You have no unapplied deposits ***				

For more information see the Office of Student Accounts

Step	Action
6.	If you had any deposits that had not been applied toward your account they would show up here.
7.	Click the "Return" button to go back to the "Customer Account" page. Click the Return button. <input type="button" value="Return"/>

Northwestern University Customer Account

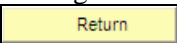
Sean Student Undergraduate Weinberg College of Arts & Sci

Grand Totals:	Account Balance	Total Anticipated Aid	Adjusted Balance
View Your Unapplied Deposits	\$-18,847.00	\$0.00	\$-18,847.00
View 9PAY activity			

Step	Action
8.	To view 9PAY activities, click on the "View 9PAY activity" link. NOTE: "Expected 9Pay Funds" and "9Pay Plan Adjustment" transactions will display on the "Customer Account" page. Click the View 9PAY activity link. View 9PAY activity
9.	Here you will see all of your completed 9PAY transactions

9PAY				
Detail				
Item Type	Description	Eff Dt	Date Posted	Payment
9290200	Payment 9PAY Lockbox	07/28/2008	07/29/2008	\$-2,350.00
9290400	Payment 9PAY Bursar	06/30/2008	07/01/2008	\$-2,352.00

Return

Step	Action
10.	Click on the "Return" button to go back to the "Customer Account" page. Click the Return button. 
11.	This concludes the lesson on Viewing Your Account. End of Procedure.

If you need further assistance, please contact the Office of Student Accounts
Evanston office:
847-491-5224
studentaccounts-ev@northwestern.edu

Chicago office:
312-503-8503
studentaccounts-chicago@northwestern.edu