

# View Bill, View Financial Aid and Pay Bill



Throughout your time as a student at University of Rochester, you will want to view your tuition or other charges, view any financial aid you receive, make payments and confirm the payments have been received. Follow these steps to successfully attend to your financial wellbeing. **Please note, for the most up-to-date financial aid information, you should consult FAOnline.**

## View Your Bill and Financial Aid

From your UR Student Home Page

1. Click **Finances**
2. Click **View Statement** under My Account
3. Specify the relevant Academic Period
4. Click **OK**
5. **View Statement** shows a summary of Charges, Applied Payments, Anticipated Payments, Refunds and Courses for that Academic Period at the top of the screen. Scroll down to see the detail for each. Each section can be filtered or exported to Excel

- **Charges** – show date of charges, description and the amount
  - **Applied Payments** – display the date, Payment Type, Payment Amount and Applied Amount
  - **Anticipated Payments** – include Financial Aid date, type of Financial Aid and the amount
  - **Refunds** – show any amount that have been refunded
  - **Courses** – the courses and the number of units for which charges are listed
6. From View Statement, you can **Generate a PDF**, **View a Different Statement** or **Make a Payment**

## Pay Your Bill

**Note:** To use this function, first link a bank account to your profile. Refer to *Set Up Payment & View, Edit ACH Refund Selection Quick Reference Card* or the *Quick Reference Video* of the same name for step by step instructions

You can pay your bill from View Statement or from the Finances Application on your Home page

1. Click **Finances**
2. Click **Make a Payment** under Payments
3. Click **Payment Description**
  - a. Select the payment method you wish to use.
4. The **Payment Type**, **Payment Amount**, and **Currency** will auto-fill based on **Payment Type** selected. You can change the **Payment Amount** as needed.
5. Click **OK**
6. Check the **Confirm** checkbox
7. Click **OK**
8. Click **Done**