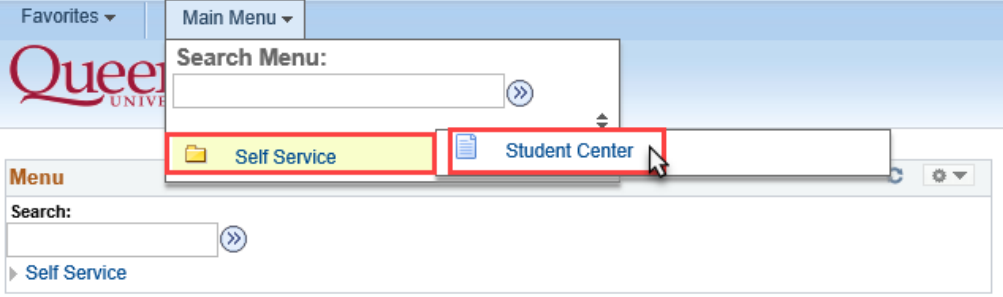
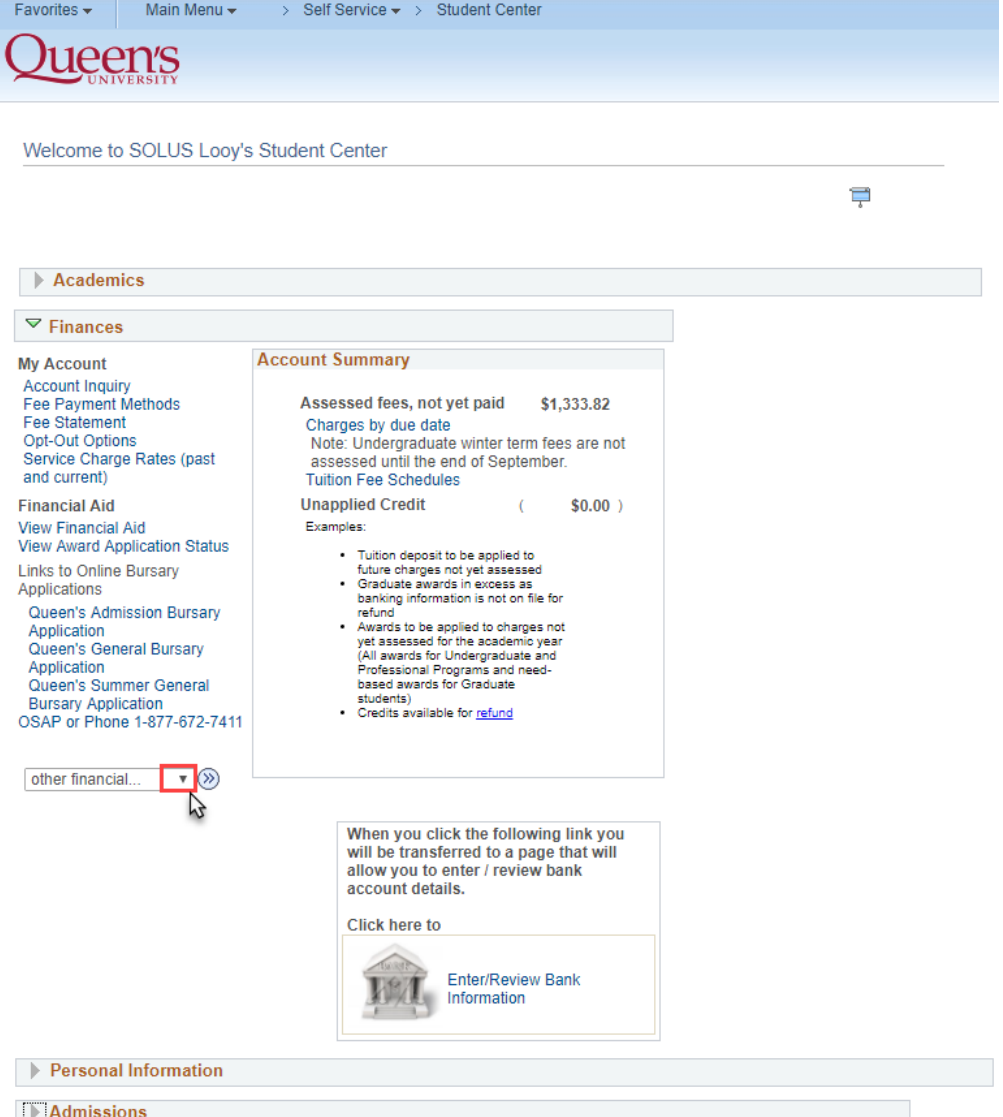
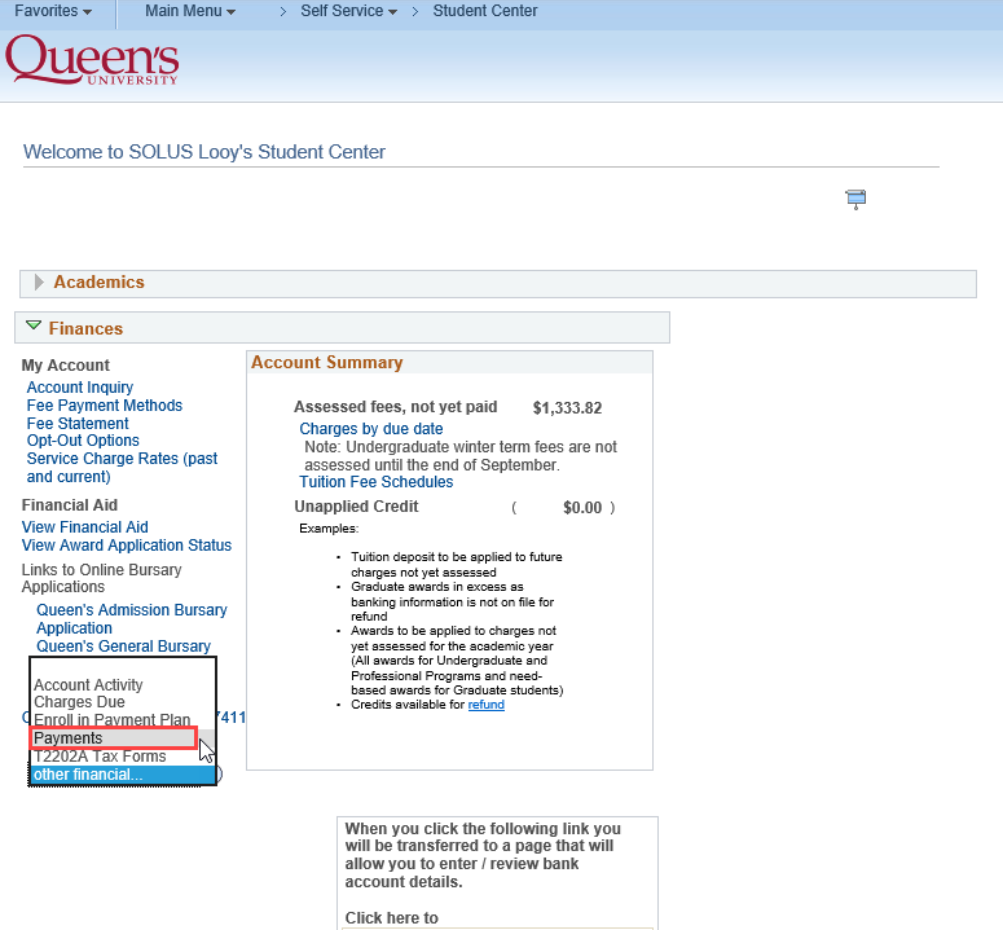
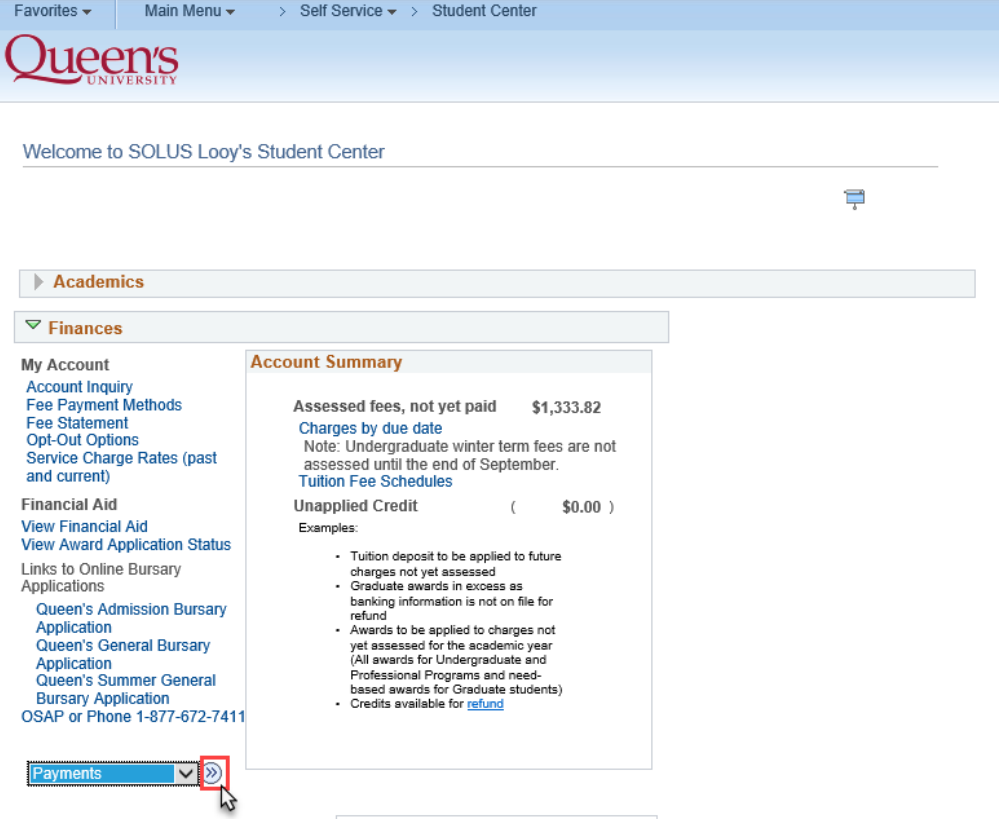
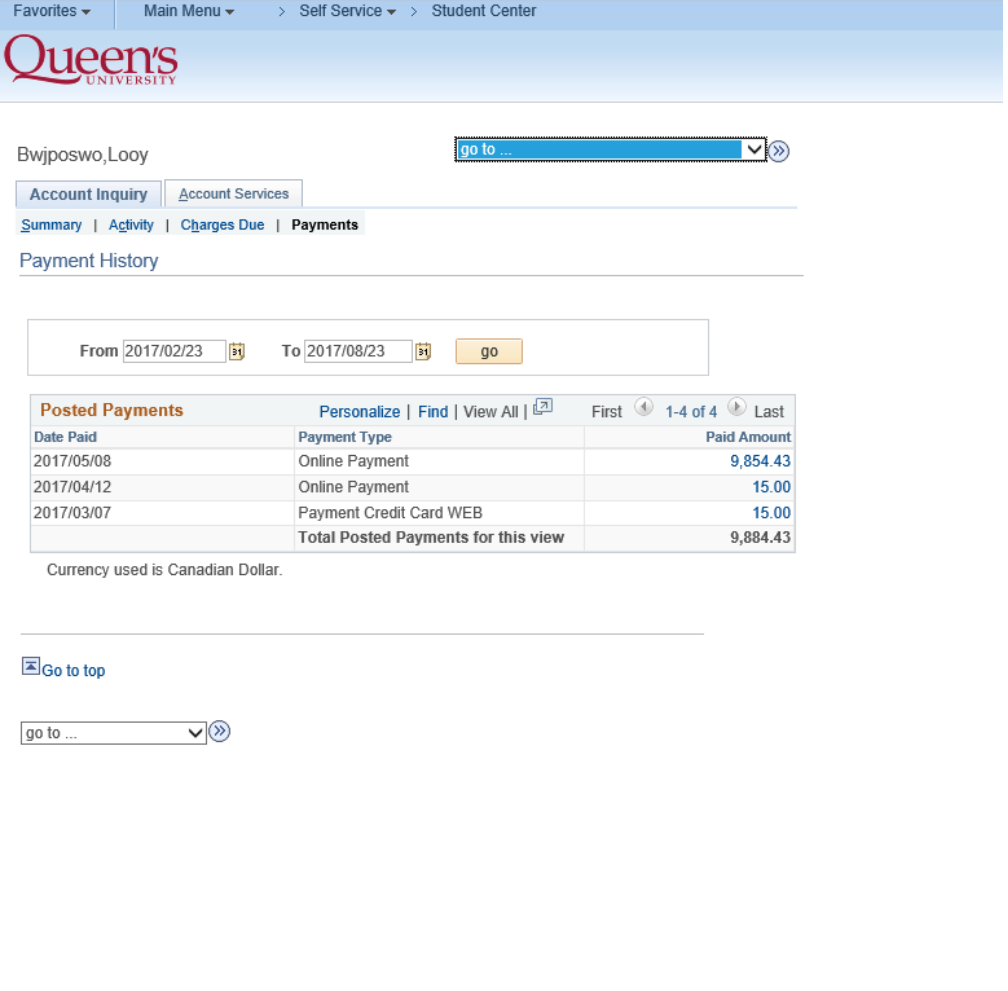


## FINANCES – Payments

Processing Steps	Screenshots
<p><b>Step 1:</b></p> <p>Access the main page of SOLUS via the following navigation:</p> <p><b>Main Menu &gt; Self Service &gt; Student Center</b></p>	
<p><b>Step 2:</b></p> <p>On the main page of SOLUS scroll down to the <b>Finance</b> section.</p> <p>Click on the <b>other financial...</b> drop-down list box to access the list.</p>	

Processing Steps	Screenshots
<p><b>Step 3:</b></p> <p>Select <b>Payments</b>.</p>	 <p> <a href="#">Favorites</a> &gt; <a href="#">Main Menu</a> &gt; <a href="#">Self Service</a> &gt; <a href="#">Student Center</a> </p> <p>Queen's UNIVERSITY</p> <p>Welcome to SOLUS Looy's Student Center</p> <p>Academics</p> <p>Finances</p> <p><b>My Account</b></p> <ul style="list-style-type: none"> <li>Account Inquiry</li> <li>Fee Payment Methods</li> <li>Fee Statement</li> <li>Opt-Out Options</li> <li>Service Charge Rates (past and current)</li> </ul> <p><b>Financial Aid</b></p> <ul style="list-style-type: none"> <li>View Financial Aid</li> <li>View Award Application Status</li> </ul> <p>Links to Online Bursary Applications</p> <ul style="list-style-type: none"> <li>Queen's Admission Bursary Application</li> <li>Queen's General Bursary Application</li> </ul> <p>Account Activity</p> <ul style="list-style-type: none"> <li>Charges Due</li> <li>Enroll in Payment Plan 7411</li> <li><b>Payments</b></li> <li>T2202A Tax Forms</li> <li>other financial...</li> </ul> <p><b>Account Summary</b></p> <p>Assessed fees, not yet paid \$1,333.82</p> <p><a href="#">Charges by due date</a></p> <p>Note: Undergraduate winter term fees are not assessed until the end of September.</p> <p><a href="#">Tuition Fee Schedules</a></p> <p>Unapplied Credit ( \$0.00 )</p> <p>Examples:</p> <ul style="list-style-type: none"> <li>Tuition deposit to be applied to future charges not yet assessed</li> <li>Graduate awards in excess as banking information is not on file for refund</li> <li>Awards to be applied to charges not yet assessed for the academic year (All awards for Undergraduate and Professional Programs and need-based awards for Graduate students)</li> <li>Credits available for <a href="#">refund</a></li> </ul> <p>When you click the following link you will be transferred to a page that will allow you to enter / review bank account details.</p> <p><a href="#">Click here to</a></p>
<p><b>Step 4:</b></p> <p>Click the <b>Go</b> button.</p>	 <p> <a href="#">Favorites</a> &gt; <a href="#">Main Menu</a> &gt; <a href="#">Self Service</a> &gt; <a href="#">Student Center</a> </p> <p>Queen's UNIVERSITY</p> <p>Welcome to SOLUS Looy's Student Center</p> <p>Academics</p> <p>Finances</p> <p><b>My Account</b></p> <ul style="list-style-type: none"> <li>Account Inquiry</li> <li>Fee Payment Methods</li> <li>Fee Statement</li> <li>Opt-Out Options</li> <li>Service Charge Rates (past and current)</li> </ul> <p><b>Financial Aid</b></p> <ul style="list-style-type: none"> <li>View Financial Aid</li> <li>View Award Application Status</li> </ul> <p>Links to Online Bursary Applications</p> <ul style="list-style-type: none"> <li>Queen's Admission Bursary Application</li> <li>Queen's General Bursary Application</li> <li>Queen's Summer General Bursary Application</li> </ul> <p>OSAP or Phone 1-877-672-7411</p> <p>Payments [Go]</p> <p><b>Account Summary</b></p> <p>Assessed fees, not yet paid \$1,333.82</p> <p><a href="#">Charges by due date</a></p> <p>Note: Undergraduate winter term fees are not assessed until the end of September.</p> <p><a href="#">Tuition Fee Schedules</a></p> <p>Unapplied Credit ( \$0.00 )</p> <p>Examples:</p> <ul style="list-style-type: none"> <li>Tuition deposit to be applied to future charges not yet assessed</li> <li>Graduate awards in excess as banking information is not on file for refund</li> <li>Awards to be applied to charges not yet assessed for the academic year (All awards for Undergraduate and Professional Programs and need-based awards for Graduate students)</li> <li>Credits available for <a href="#">refund</a></li> </ul>

Processing Steps	Screenshots
<p><b>Step 5:</b></p> <p>You will then be presented with a list of all credits to your account, including payments and opt-outs.</p>	 <p>The screenshot shows the Queen's University Student Center interface. At the top, there are navigation links: Favorites, Main Menu, Self Service, and Student Center. The Queen's University logo is prominently displayed. Below the logo, the user's name 'Bwjposwo, Looy' is shown next to a 'go to ...' dropdown menu. There are two tabs: 'Account Inquiry' (selected) and 'Account Services'. Under 'Account Inquiry', there are sub-links for Summary, Activity, Charges Due, and Payments. The 'Payments' link is active, leading to the 'Payment History' section. A date range filter is set from 2017/02/23 to 2017/08/23, with a 'go' button. Below this is a table titled 'Posted Payments' with columns for Date Paid, Payment Type, and Paid Amount. The table lists three payments: an online payment of 9,854.43 on 2017/05/08, an online payment of 15.00 on 2017/04/12, and a payment credit card WEB of 15.00 on 2017/03/07. A total of 9,884.43 is shown for the current view. A note indicates the currency is Canadian Dollar. At the bottom, there is a 'Go to top' link and another 'go to ...' dropdown menu.</p>