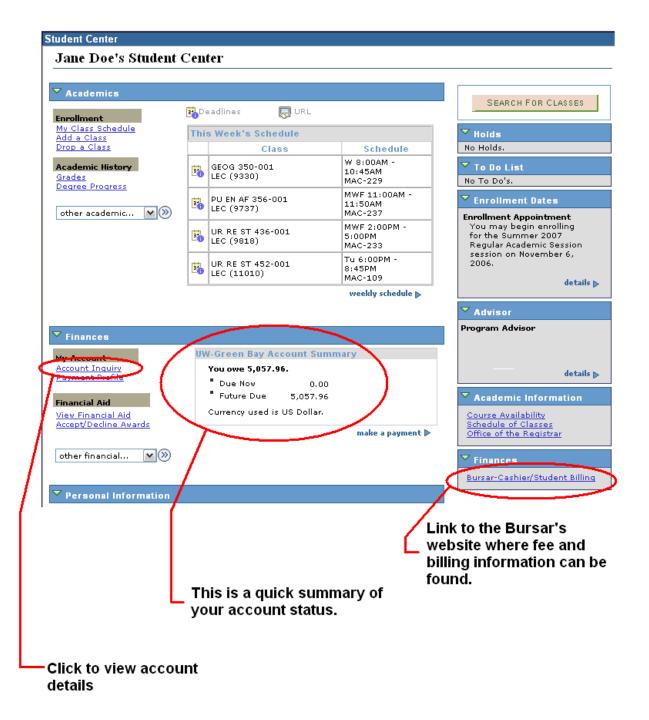
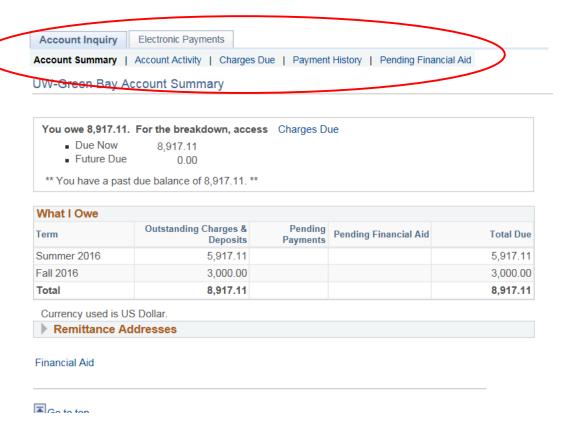
From the front page of your SIS account:

CLICK ON ACCOUNT INQUIRY



<u>Due Now</u> means you have a current or past due balance. <u>Future Due</u> means you have charges not yet due.

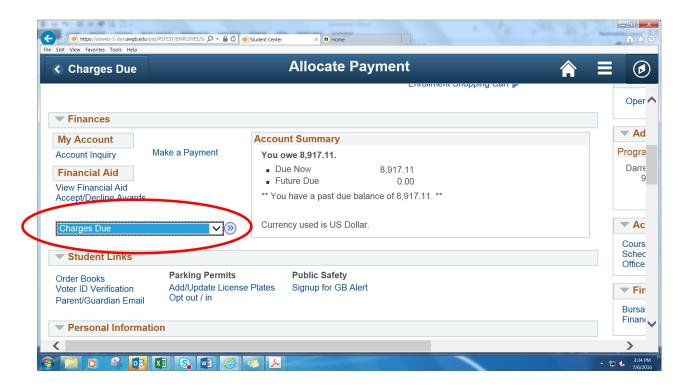
THE TABS AT THE TOP WILL HELP YOU NAVIGATE THE FINANCES SCREEN OF YOUR SIS ACCOUNT.



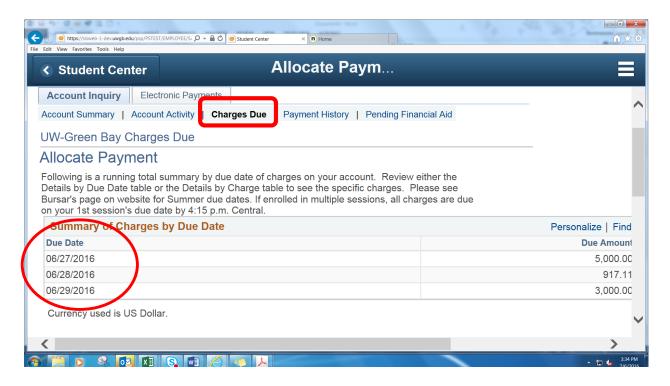
Using the "other financial" drill down will give you the same options as the tabs listed above.



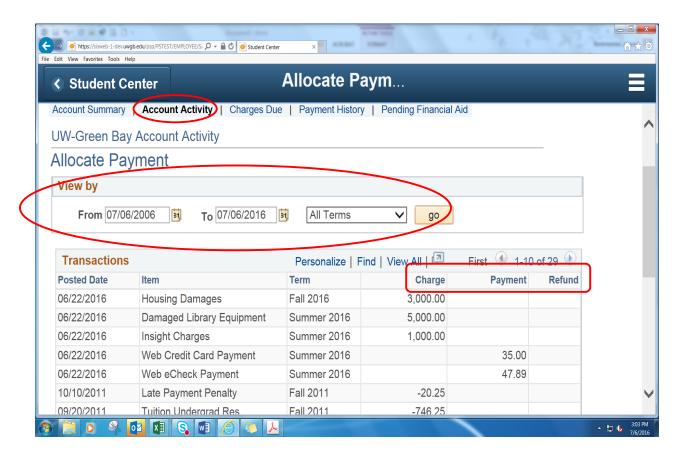
Use the "Charges Due" drill down if you're on the Payment Plan and are unsure of due dates or amounts due.



Due dates are listed under the Charges Due tab



YOU CLICK ON <u>ACTIVITY</u> TO VIEW YOUR PAYMENTS, CHARGES AND WHETHER OR NOT YOU HAVE A REFUND CHECK. YOU CAN ADJUST YOUR SEARCH USING THE <u>VIEW</u> <u>BY</u> TABS.



You are able to make payments on-line using your SIS account.

Click on Make a Payment link on your Student Center home page.

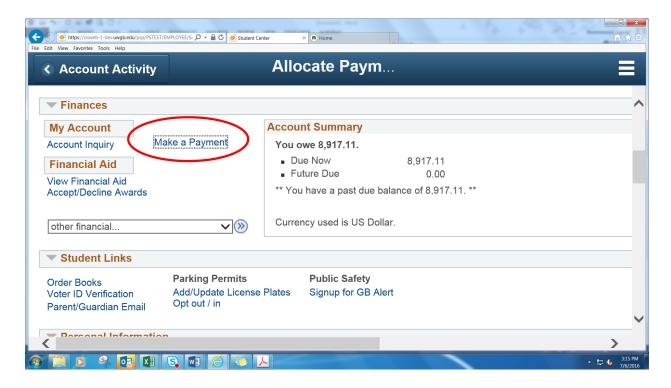
- Link will bring you to our online payment vendor, Nelnet Business Solutions (NBS)
- Once on the Nelnet screen click "Make a Payment" and choose your payment type (Credit Card, Debit Card, or Electronic Check)

We accept Credit Card Payments (Visa, Discovery, American Express and Mastercard), which has a 2.75% convenience fee.

· Convenience Fee will be directly charged to your credit or debit card

Electronic Checks (e-Check) which has **no** fee. No special setup with your bank is needed.

 (Enter in the bank routing number and your account number from your check or statement – do not enter a debit card number if you want free e-check payment)



If you have questions about your SIS account, contact Student Billing at 920-465-2224 or email us at Bursar@uwqb.edu.