

9.2 View Charges Due

Purpose: Use this document to reference for viewing charges due in ctcLink Fluid through the Financial Account tile on the ctcLink Student Homepage.

Audience: Students; Student Services staff.

View Charges Due

Navigation: Student Homepage

1. Select the **Financial Account** tile.



2. The **Account Balance** page displays.
3. Select **Charges Due** on the left menu to expand the sub-menus:
 - a. **Summary By Due Date**
 - b. **Detail of Charges Due**
4. **Summary By Due Date** tab displays by default.

Student Homepage

Charges Due

Account Balance

Due Now 3,069.72

Currency used is US Dollar

Make a Payment

Charges Due

Payment History

Direct Deposit

Account Services

What I Owe

Summary By Due Date

Detail Of Charges Due

Due Date	Amount Due
06/17/2019	1,758.98
07/01/2019	1,310.74
Total Amount Due	3,069.72

Currency used is US Dollar

5. Select the **Detail of Charges Due** tab.
6. A detailed view of the charges displays.

Account Balance

Due Now 3,069.72

Currency used is US Dollar

Make a Payment

Charges Due

Payment History

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Account Services

What I Owe

Summary By Due Date

Detail Of Charges Due

Due Date	Description	Term	Business Unit	Charge Date	Charge Amount	Amount Due
06/17/2019	Resident S & A	FALL 2018	Clark College	06/17/2019	47.70	47.70
06/17/2019	Resident Building	FALL 2018	Clark College	06/17/2019	57.55	57.55
06/17/2019	Resident Operating	FALL 2018	Clark College	06/17/2019	425.10	425.10
06/17/2019	Matriculation Fee	FALL 2018	Clark College	06/17/2019	10.00	10.00
06/17/2019	Technology Fee	FALL 2018	Clark College	06/17/2019	20.00	20.00
06/17/2019	Facilities Fee	FALL 2018	Clark College	06/17/2019	6.25	6.25
06/17/2019	Resident Operating	SPRING 2019	Clark College	06/17/2019	892.97	892.97
06/17/2019	Resident S & A	SPRING 2019	Clark College	06/17/2019	100.50	100.50
06/17/2019	Resident Building	SPRING 2019	Clark College	06/17/2019	119.16	119.16
06/17/2019	Facilities Fee	SPRING 2019	Clark College	06/17/2019	13.75	13.75
06/17/2019	Matriculation Fee	SPRING 2019	Clark College	06/17/2019	22.00	22.00
06/17/2019	Technology Fee	SPRING 2019	Clark College	06/17/2019	44.00	44.00
07/01/2019	Facilities Fee	SUMMER 2019	Clark College	06/17/2019	15.25	15.25

7. Select the **Summary by Due Date** option to return to the summary of charges due.

Student Homepage

Charges Due

Account Balance

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What I Owe

Summary By Due Date

Detail Of Charges Due

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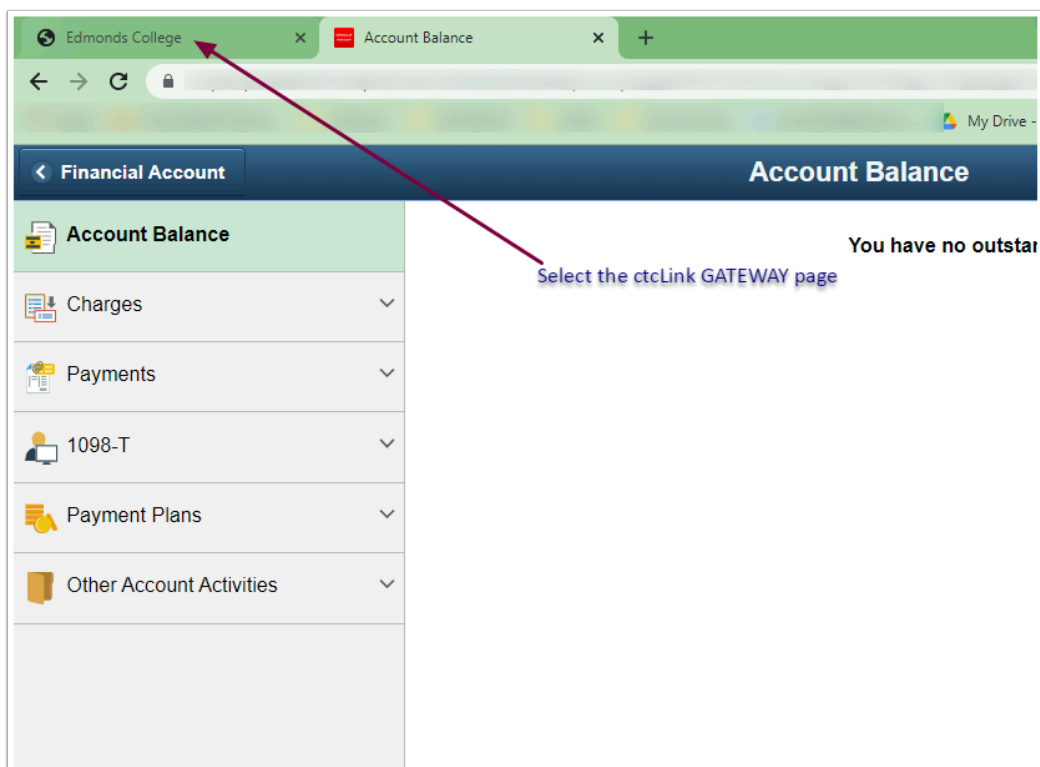
Students Attending Multiple Institutions

- i** Students who attend more than one institution must choose the appropriate institution when logging in to see all charges associated with the selected institution.

Please click the applicable link for the District or the College.



1. View the charges at one institution and then return to the **ctcLink GATEWAY** page.



2. In the upper left corner of the page, select the **My Institution View** link.



3. Select the appropriate institution from the drop-down list.



4. Select **Student Homepage** from the left-side menu.



5. The **ctcLink Student Homepage** displays.
6. Select the **Financial Account** tile to view charges.



7. Process complete.