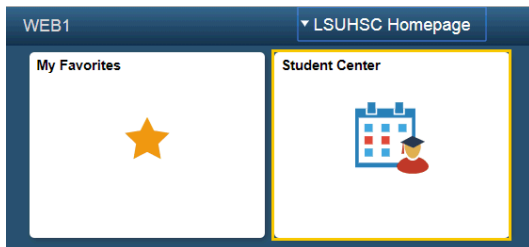
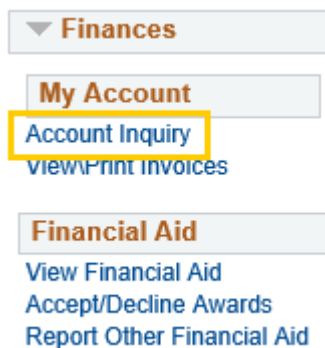


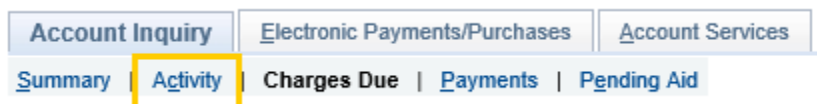
Account Inquiry



1. Click **Student Center**.

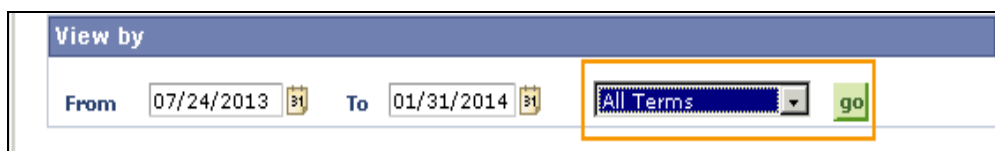


2. The **Account Summary** section displays the balance **Due Now** and **Future Due** amounts. The **Future Due** amount refers to the amount due at the start of a future session. Click the **Account Inquiry** link to view the account details.



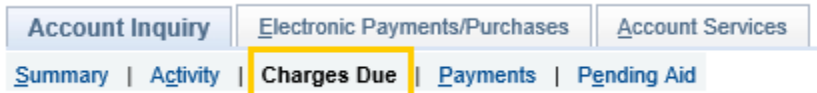
NOTE: Your Account Summary Information is displayed.

3. Click the **activity** tab to view transaction information.
4. You can view your transactions by date and/or terms, select the desired date.

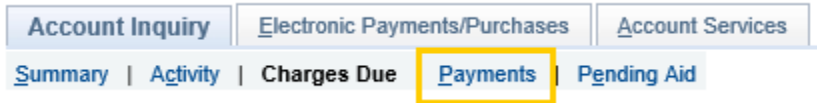


5. Click the desired **term** list.
6. Click the **go** button.

Job Aid



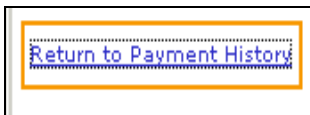
7. To view the breakdown of the charges, click the **charges due** link or the **charges due** tab at the top of the page.



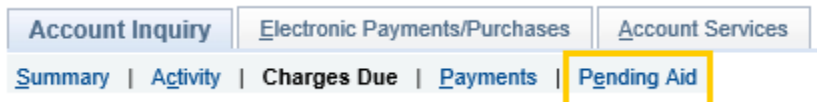
8. Click the **payments** link to view your Payment History. You can select a **Payment History** by dates and click the **GO** button.

Posted Payments		
Date Paid	Payment Type	Paid Amount
08/30/2013	Misc. Scholarship, NO #1	413.82
08/30/2013	Grad. Studies Fee Waivers, NO	6,241.00
Total Posted Payments for this view		6,654.82

9. Click the desired **Paid Amount** link.



10. Click the **Return to Payment History** link to return to the **Payment History** page.



11. Click the **pending aid** tab to view your Pending Financial Aid.

Pending Financial Aid		
Award	Term	Amount
Federal Pell Grant Fall S	Spring-Shreveport 2012	2,775.00
Federal SEOG FALL S	Spring-Shreveport 2012	763.50
TOPS-SH Performance Tuition	Spring-Shreveport 2012	2,423.00
Total Pending Financial Aid for this view		5,961.50

12. You can view pending financial aid for All Terms or select a term from the drop-down list to view. Click the **View By** list to select a term.

13. Click the **go** button.



14. Select the Student Center list item from the drop-down list, then click the **GO!** Button to return to the Student Center page.