

The University of New Orleans

Web-STAR (PeopleSoft Campus Solutions v 9.0):

View Student Account Summary



THE UNIVERSITY *of*
NEW ORLEANS



View Student Account Summary

- Participate** at the end of this aid, you will be able to.....
Objectives
1. View Student Account Summary

If you have any questions about this document please contact the Training group at 504-280-5645 or visit us at UCC-101Q.

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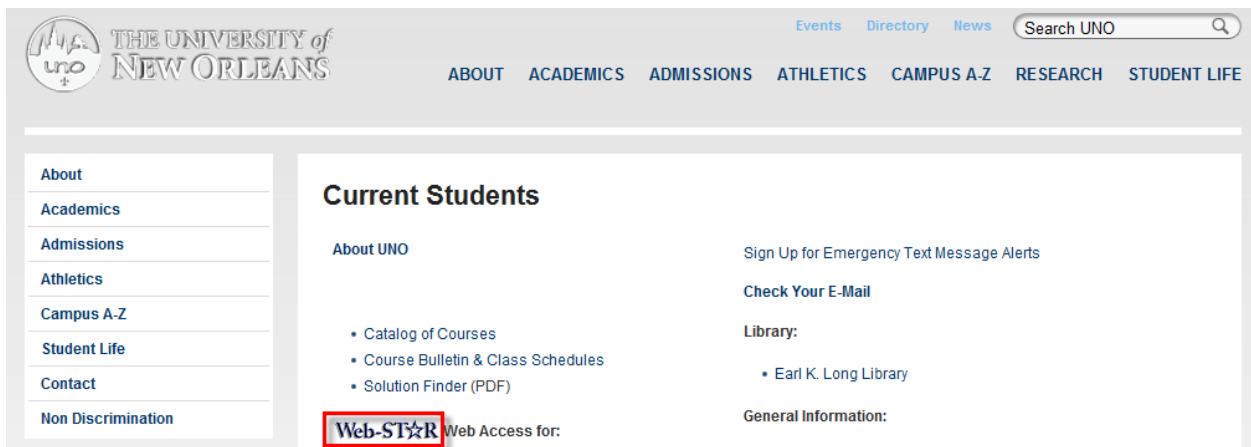
View Student Account Summary

Navigation to Web-STAR

Step 1.	Navigate to the UNO Home Page: http://www.uno.edu/
Step 2.	Select the Current Students link.



Step 3.	Select the  logo.
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View Student Account Summary

Step 4. Select the **Students** link.



Step 5. Enter your UNO username and password. **Note:** Your user name and password is the same username and password used to login to your email, or blackboard class.

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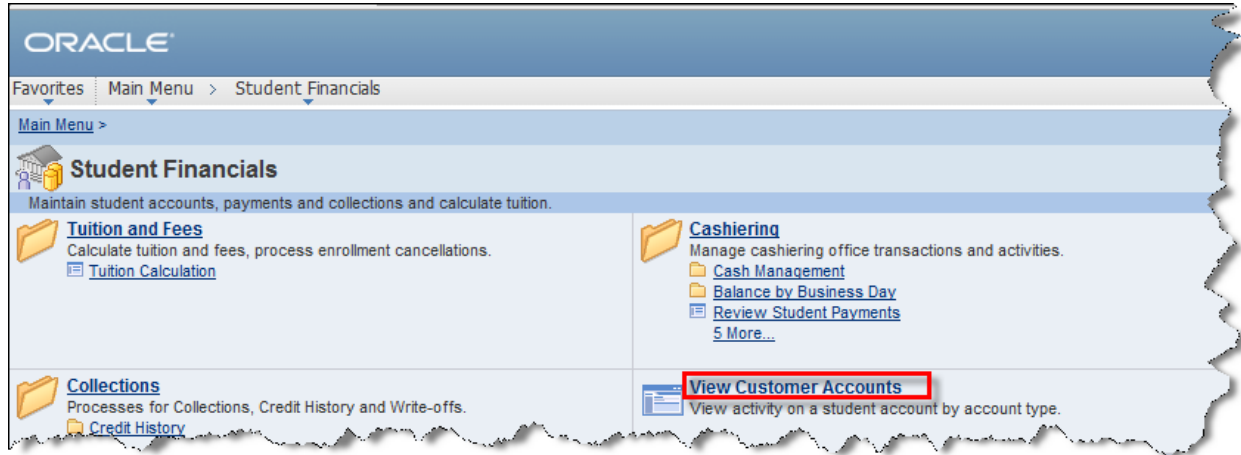
<p>User ID: <input style="width: 100%;" type="text"/></p> <p>Password: <input style="width: 100%;" type="password"/></p> <p style="text-align: center;"><input type="button" value="Sign In"/></p> <p style="text-align: center; margin-top: 20px;">Set Trace Flags</p>	<p>Select a Language:</p> <table border="0" style="width: 100%;"> <tr> <td>English</td> <td>Español</td> </tr> <tr> <td>Dansk</td> <td>Deutsch</td> </tr> <tr> <td>Français</td> <td>Français du Canada</td> </tr> <tr> <td>Italiano</td> <td>Magyar</td> </tr> <tr> <td>Nederlands</td> <td>Norsk</td> </tr> <tr> <td>Polski</td> <td>Português</td> </tr> <tr> <td>Suomi</td> <td>Svenska</td> </tr> <tr> <td>Čeština</td> <td>日本語</td> </tr> <tr> <td>한국어</td> <td>Русский</td> </tr> <tr> <td>ไทย</td> <td>简体中文</td> </tr> <tr> <td>繁體中文</td> <td>العربية</td> </tr> <tr> <td>UK English</td> <td></td> </tr> </table>	English	Español	Dansk	Deutsch	Français	Français du Canada	Italiano	Magyar	Nederlands	Norsk	Polski	Português	Suomi	Svenska	Čeština	日本語	한국어	Русский	ไทย	简体中文	繁體中文	العربية	UK English	
English	Español																								
Dansk	Deutsch																								
Français	Français du Canada																								
Italiano	Magyar																								
Nederlands	Norsk																								
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View Student Account Summary

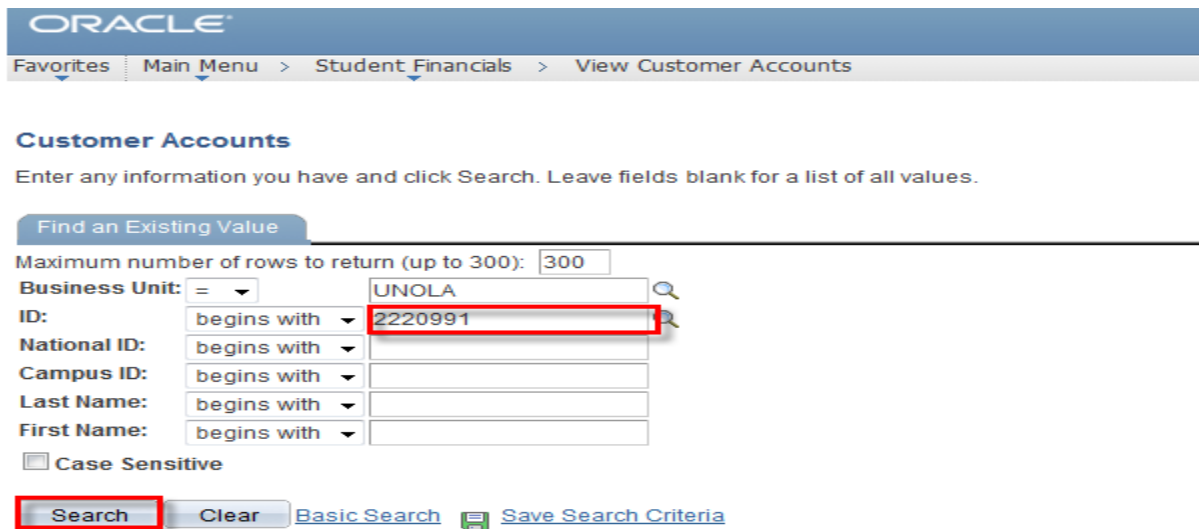
Customer Account Inquiry

The **Customer Accounts** page provides a student’s financial and scholastic data. Charges, Payments, Anticipated Financial Aid, Payment Plan and Account details.

Step 1.	Navigation: Student Financials, View Customer Accounts.
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Step 2.	Enter the student ID or search for the student by name.
Step 3.	Select <input type="button" value="Search"/> button.



View Student Account Summary

Step 4.	The Customer Account page is displayed.
Step 5.	Select the Academic Information link to view a student's class schedule by term.

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Favorites | Main Menu > Student Financials > View Customer Accounts

Customer Accounts

Business Unit: UNOLA
 Gator,Ali Test Student ID: 2220991 **Academic Information**

Total: 5,520.90 Anticipated Aid: 0.00

Account Type	Account Number	Balance	Open Date	Status	
Other Fees	OTHERS001 - 2010 Fall	100.00 USD	08/30/2010	Active	Account Details
Registrtn	REGISTR001- 2010 Fall	626.00	01/04/2011	Active	Account Details
Tuition	TUITION001 - 2010 Fall	3,306.00	01/04/2011	Active	Account Details
Registrtn	REGISTR001- 2010 Summer	128.00	01/04/2011	Active	Account Details
Tuition	TUITION001 - 2010 Summer	613.00	01/04/2011	Active	Account Details
Registrtn	REGISTR001- 2010 Spring	130.90	01/06/2011	Active	Account Details
Tuition	TUITION001 - 2010 Spring	587.00	01/06/2011	Active	Account Details

Go to: [Detail Trans](#) [Item Summary](#) [Items by Term](#) [Items by Date](#) [Due Charges](#) [Payment Plans](#)

[Return to Search](#)

Step 6.	The Academic Information page is displayed.
Step 7.	Select the Return link to go back to the Customer Account page.

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Favorites | Main Menu > Student Financials > View Customer Accounts

Customer Accounts
Academic Information

Bio/Demo Data

ID: 2220991 Name: Gator,Ali Test Student
 Gender: Male

Country	Description	NID Type	National ID
United States	Naturalized	Social Security Number	436139998

Career Term Data

Term	Career	Prim Prog	Residency	Group	Units Tot	Units	Level	Acad Load	
2011 Spr	GRAD	Educ M	In State	GraResCont	0.000	7.000	Masters	No Units	Academic Plan Enrollment
2010 Fall	GRAD	Educ M	In State	GraResCont	7.000	7.000	Masters	3/4 Time	Academic Plan Enrollment
2010 Spr	GRAD	Educ M	In State	GraResCont	0.000	0.000	Masters	No Units	Academic Plan Enrollment
2009 Fall	GRAD	Educ M	In State	GraResCont	0.000	0.000	Masters	No Units	Academic Plan Enrollment

Return

View Student Account Summary

Step 8. Select **Account Details** to view the details of an item listed.

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Favorites | Main Menu > Student Financials > View Customer Accounts

Customer Accounts

Business Unit: UNOLA
 Gator, Ali Test Student ID: 2220991 [Academic Information](#)
 Total: 5,520.90 Anticipated Aid: 0.00

Account Type	Account Number	Balance	Open Date	Status	
Other Fees	OTHERS001 - 2010 Fall	100.00 USD	08/30/2010	Active	Account Details
Registrtrn	REGISTR001- 2010 Fall	626.00	01/04/2011	Active	Account Details
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Go to: [Detail Trans](#) [Item Summary](#) [Items by Term](#) [Items by Date](#) [Due Charges](#) [Payment Plans](#)

[Return to Search](#)

Step 9. Review the details for the selected item.
Step 10. Select the **Return** link to go back to the Customer Account main page.

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Favorites | Main Menu > Student Financials > View Customer Accounts

Account Details

ID: 2220991 Gator, Ali Test Student Business Unit: UNOLA
 Account Number: OTHERS001 - 2010 Fall Account Balance: 100.00

Debits: 100.00 Credits: 0.00 Applied: 0.00 Unapplied: 0.00

Item	Term	Amount	
Class	Item Status	Last Activity Date	Balance
Diploma Fee - Bachelor	2010 Fall	50.00	Item Details
	Active	01/06/2011	50.00
Diploma Fee - Bachelor	2010 Fall	50.00	Item Details
	Active	08/30/2010	50.00

[Return](#)

View Student Account Summary

Step 11. Select the **Item Summary** link review account details by item type .

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Favorites | Main Menu > Student Financials > View Customer Accounts

Customer Accounts

Business Unit: UNOLA
 Gator,Ali Test Student ID: 2220991 Academic Information
 Total: 5,520.90 Anticipated Aid: 0.00

Account Type	Account Number	Balance	Open Date	Status	
Other Fees	OTHERS001 - 2010 Fall	100.00 USD	08/30/2010	Active	Account Details
Registrtrn	REGISTR001 - 2010 Fall	626.00	01/04/2011	Active	Account Details
Tuition	TUITION001 - 2010 Fall	3,306.00	01/04/2011	Active	Account Details
Registrtrn	REGISTR001- 2010 Summer	128.00	01/04/2011	Active	Account Details
Tuition	TUITION001 - 2010 Summer	613.00	01/04/2011	Active	Account Details
Registrtrn	REGISTR001- 2010 Spring	130.90	01/06/2011	Active	Account Details
Tuition	TUITION001 - 2010 Spring	587.00	01/06/2011	Active	Account Details

Go to: [Detail Trans](#) **[Item Summary](#)** [Items by Term](#) [Items by Date](#) [Due Charges](#) [Payment Plans](#)

Return to Search

Step 12. Review the Item Summary page .

Step 13. Select the **Item Due Date** tab to view the items due date and **Item Detail**.

Step 14. Select the **Return** link to return to the Customer Account main page.

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Favorites | Main Menu > Student Financials > View Customer Accounts Home | New Window

Item Summary

Business Unit: UNOLA
 ID: 2220991 Gator,Ali Test Student

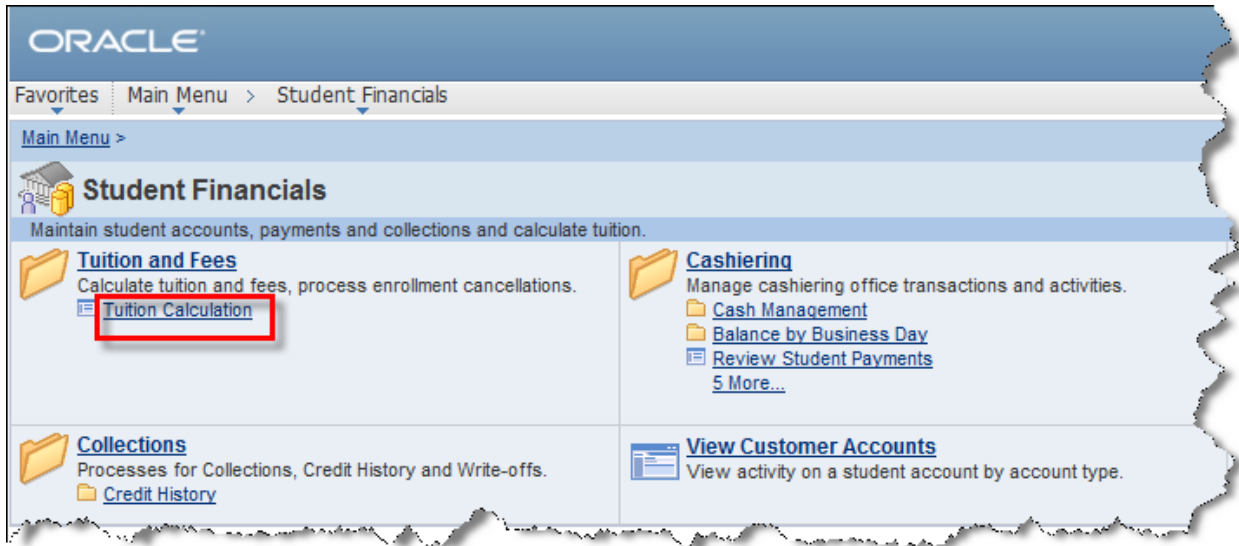
Item Type	Due Date	Refund ID	Name	
Academic Excellence Fee				Item Details
Academic Excellence Fee	08/28/2009			Item Details
Academic Excellence Fee				Item Details
Academic Excellence Fee	01/11/2011			Item Details
Academic Excellence Fee	08/29/2008			Item Details
Academic Excellence Fee				Item Details
Academic Excellence Fee	01/19/2011			Item Details
Academic Excellence Fee	01/17/2011			Item Details
Academic Excellence Fee	05/16/2008			Item Details
Academic Excellence Fee				Item Details

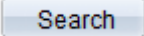
[Return](#)

View Student Account Summary

Tuition Calculation

Step 1.	Navigation: Student Financials, Tuition and Fees, Tuition Calculation.
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Step 2.	Enter the student's ID.
Step 3.	Click the  button.

