View Payment History

This document provides information on viewing payments made to your account.

To access your payment information log in to the portal, Zipline, at http://zipline.uakron.edu with your UANetID and password.

There is an online tutorial available which accompanies this document. A tutorial exists for the following self-service applications: Account Summary, Make a Payment, and Total Due Charges. Please navigate to

http://www.uakron.edu/its/learning/training/StudentSelfService.php and select the link for the appropriate tutorial.

Important Guidelines:

- ✓ Log into ZipLine (zipline.uakron.edu) to access the self-service applications.
- ✓ The self-service applications are available Monday Saturday from 7:30 A.M. to midnight and Sunday from noon to midnight.
- ✓ ALWAYS log out of the portal by clicking on the Sign Out link clicking the X does not end your session

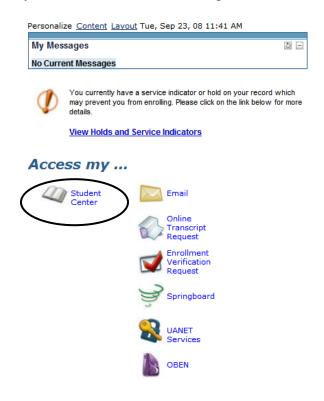
View Payments

Instructions:

- 1. Log in to ZipLine with your Uanet ID and password.
- 2. Click on the **Log Me In!** button.

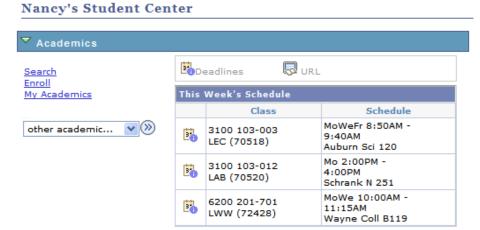


- 3. You are now logged in to the portal. The particular page shown below is the **My Page** tab.
- 4. Click the **Student Center** icon. The **Student Center** allows you to access all of your academic, financial, and personal information.



Instructions:

- 5. From the **Student Center** you can easily navigate to your academic, financial, and personal information. The **Financial** Information is located in the center of the page.
- 6. From the Student Center main page, click the "other financial..." down arrow and select **Payments** and then click the local icon.



weekly schedule ▶
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Instructions:

- 7. The **Payment History** page is displayed. This page provides access to ALL payments you have made.
- 8. Use the **From** and **To** dates to view the payments for a specific time period be sure to click the **Go** button to refresh the view.
- 9. Use the links provided at the bottom of the page to **Make a Payment**, **Sign Up for a Payment Plan**, or **Authorize Parent Access**. Additional links are provided at the bottom of the page to navigate to other areas of self-service (Account Inquiry, Account Services, etc.).

Payment History



Currency used is US Dollar.

Account Inquiry Account Services		
Summary Activity	Charges Due Payments	Pending Aid
go to	~ (>)	
Make a Payment	Sign Up for Payment Plan	Authorize Parent Access
ccount Inquiry Account Services ummary Activity Charges Due Payments Pending Aid to to		