My Financials: How to manage your financials online

Find out how to...

Log in to My Financials
View your payments and Statement of Account
Make a payment
Make a HECS-HELP payment
View or update your bank details

Log in to My Financials

1. Log in to My Financials with your SIMS username and password. *Note: these are the same login details you use to access Blackboard and online library services.*
   (You can also log in via the Current Students website.)

View your payments and Statement of Account

1. Click on My Financials in the left-hand navigation.

2. To view any fees you owe, tick the checkbox beside **Only show me my current debts**, then click on the **Search** button. (Note: leave this unchecked to view a complete history.)
How to email your Statement of Account:

1. Scroll down to the bottom of the page and click on the Email my Statement of Account button.
2. A success message will appear saying your Statement of Account is being processed and will be emailed to your Swinburne student email account. (Note: this can take up to five (5) minutes depending on your internet service provider.)
3. To view or print your statement, log in to your Swinburne student email account.

For help on understanding your Statement of Account, view our help guide.

Make a payment

1. Click on Make a Payment in the left-hand navigation.

2. Enter the amount you want to pay in Australian dollars (AUD).
3. Enter your card details and click on the Submit button.
   Important: Do not refresh this page or click the Submit button more than once, or your payment will be submitted twice.

   Account Details
   Total Due: $1,764.24
   Total Overdue: $0.00
   Amount to Pay: $1,764.24

   Credit Card Payment Details
   Credit Card Type: 
   Credit Card Name: 
   Credit Card Number: 
   Credit Card CVV Number: 
   Credit Card Expiry Month: 
   Credit Card Expiry Year: 
   Email Type: Swinburne Email

   Note: Payment may take up to 3 working days to be processed

4. A confirmation page will appear; click on the Confirm button.
   A confirmation message will appear saying your payment has been accepted.
(Note: your payment may take up to three (3) working days to be verified and displayed on your account.)

Make a HECS-HELP payment

1. To make an up-front HECS payment, click on Make a HECS-HELP Payment in the left-hand navigation.

2. If you have outstanding payments, a payment box will display (as shown).

3. To make a payment, enter your card details and click on the Submit button.
   (Note: your payment may take up to three (3) working days to be verified and displayed on your account.)

To find out how to apply for government assistance, view our How to manage your HELP assistance applications online help guide.
View or update your bank details

Adding or updating your bank details helps us to make any future payments to you. Your details will be used to transfer money to you for items such as variations/adjustments in fees, refunds or scholarship payments.

1. Click on My Bank Details in the left-hand navigation. The bank account details you have supplied to us will display.

2. To update your details, click on the Update button and enter your details. Then click on the Save button.

My Bank Details

Information
Below are your payment details. Click 'Update' to change these bank details.

Payment Method
Payee Name
Bank Name
Bank Code Type
BSB
Bank Account

Need more help?

- Visit Ask George to search for FAQs on this topic
- Contact studentHQ for further assistance and support
- View other Help Guides