My Financials:

HOW TO READ YOUR STATEMENT OF ACCOUNT

STUDENT HELP GUIDE
A Statement of Account is your official tax invoice and shows all your fees, payment due dates and census dates. See our examples below to help you understand what each section means.

For more information about paying your fees, visit our fees website.

01

Accessing your Statement of Account

• Log in to My Financials with your Student ID and password.

• Click Email my Statement of Account.
  Your Statement of Account will be sent your student email.

NOTE:
This can take up to five minutes depending on your internet provider.

02

Reading your Statement of Account

Date of Issue: If you have made any payments or changes after the date on your Statement of Account, they will not be reflected on the statement.
This section gives an overview of your payment activities. This may include payments already received, payment adjustments, reversed adjustments, discounts applied, and refunds made.

**Total Amount Payable**: For specific details and due dates, refer to step 3.

This section provides details about when to pay the due amount(s). You must use the reference number provided when paying online or by telephone. If you are paying in person, you must take this slip with you.

On the right side, you can find the amount due and the payment due date.
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Reading your Enrolment Statement/Unit Fees Details

This section gives specific details about your fees, including your course details and then a breakdown of items which contribute to your fees, separated into study periods.

Each unit is listed and the type of fee that applies to it.

Not all payments are always due on the same date. The Enrolment Period Total provides a summary of payments due on a particular date.

The annual total is also listed.

Need more help?
Contact studentHQ:

📞 1300 794 628
✉️ Email us