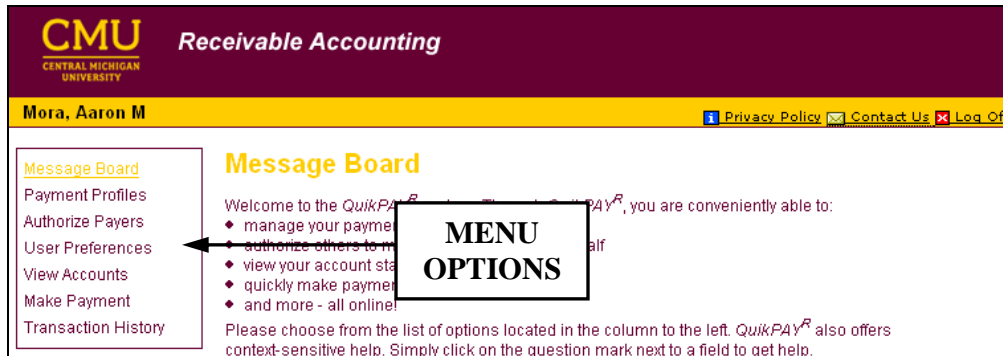


**QuikPAY®** is the **Central Michigan University** third-party customer service system for online credit card and electronic payments. In addition, the student, parent (or other third party), and CMU faculty/staff can view their account status and statements in this system. **QuikPAY is available 24 hours a day, seven days a week for your convenience.**

**After logging into QuikPAY, the Message Board is the initial screen which is viewable with links to menu options.**

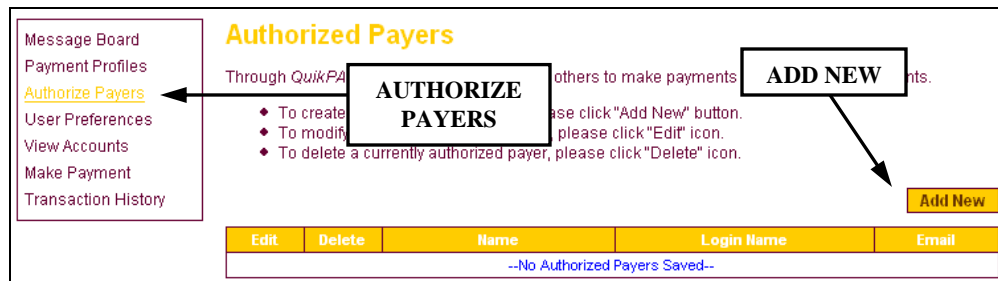


The following menu options are available in **QuikPAY®**:

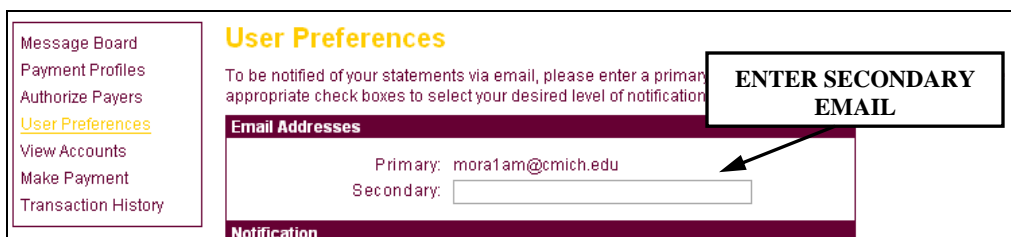
**Message Board** displays important information including Central Michigan University office websites, email addresses, and phone numbers as well as Receivable Accounting announcements. This screen will also provide important notices regarding QuikPAY.

**Payment Profiles** can store credit card and bank account information for easy access when making future payments.

**Authorize Payers** allows the student (or Faculty/Staff) to authorize other payers on their account. These Authorized Payers can make payments, see the account status, and view current and prior statements. Each Authorized Payer will have personal login information for access to QuikPAY.



**User Preferences** allows the student (or Faculty/Staff) to enter a secondary email address for statement notification and payment confirmations. This option is how an authorized payer is able to receive an email notice when their student's bill is available.



**View Accounts** is where the financial account information can be viewed.

- **Activity Since Last Monthly Statement:** This screen will show any recent charges or payments made on the account since the last statement date as well as display the 'Current Balance' for the entire account and the 'Current Amount Due' for the next due date.

The screenshot shows a navigation menu on the left with 'View Accounts' selected. The main content area displays account information for 'Student Accounts'. A callout box labeled 'CURRENT BALANCE AND BALANCE DUE' points to the 'Total Balance: \$0.00' and 'Current Amount Due: \$0.00' fields. Another callout labeled 'RECENT ACTIVITY' points to a table with columns 'Description' and 'Amount', which currently shows 'NO RECENT ACTIVITY WAS FOUND'. A third callout labeled 'ACTIVITY SINCE LAST MONTHLY STATEMENT' points to the left navigation menu.

- **Latest Monthly Statement:** This screen will show the most recent statement which is a snapshot of the account as of the billing date and will include the balance due and the due date. Please note the 'Current Statement' will not change to reflect recent credits made on the account. You can view the 'Current Account Activity' screen to view the current balance due.

The screenshot shows the 'Latest Monthly Statement' page. A callout box labeled 'BALANCE DUE AND DUE DATE' points to the 'Due Date: 04/01/08' and 'Amount Due: \$0.00' fields. Another callout labeled 'ISSUE DATE AND INCLUDED ACTIVITY' points to the 'Issue date is Mon, Mar 3, 2008' and a table listing transactions. The table has columns 'Description' and 'Amount', with one entry: 'as of last statement' for \$674.00. A third callout labeled 'LATEST MONTHLY STATEMENT' points to the left navigation menu.

- **Statement History:** Allows you to view prior account statements.

**Make Payment** allows for payments to be made online with a credit card or e-check (*automatic transfer from a checking or savings account*). If a balance is not due, the 'Student Account' payment will not be viewable.

The screenshot shows the 'Make Payment' page with a navigation menu on the left. The main content area has a heading 'Make Payment' and instructions. Below, there are two payment options: 'Student Accounts' and 'First Res Hall Payment'. Each option has a table with 'Due Date' and 'Amount Due' fields, and a 'Pay' button. A callout box labeled 'STUDENT ACCOUNT PAYMENTS' points to the 'Student Accounts' table, which shows a due date of 02/01/08 and an amount due of \$2,157.00. Another callout labeled 'FIRST RESIDENCE HALL PAYMENTS' points to the 'First Res Hall Payment' table, which shows 'Not Available' for both due date and amount due.

**Transaction History** displays online payment history. Please note this transaction history menu will only include payments that have been made online thru **QuikPAY®** and will not include payments mailed or made in person in the Student Service Court.