

FIN-AR-UG-07

Version 2.0

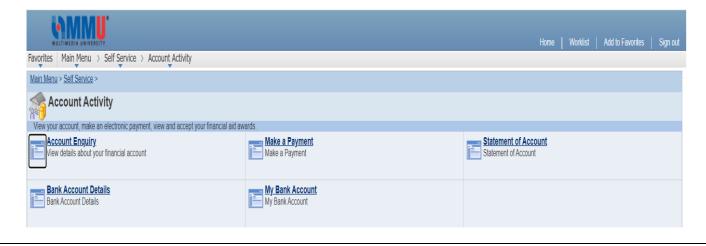
Date: 29/08/2022

Overview on Financial Information in CAMSYS

- 1. In Self Service Menu, Account activity is used to view details about the financial account.
- 2. Below are the terms related to the Financial Account:

No	Term	Explanation
1.	Account Enquiry	Financial Account whether the outstanding balance already due, has future due or
		doesn't have any outstanding balance.
2.	Activity	Details transaction of the account
3.	Payment	Payment made by the students and a receipt can be printed from this menu
4.	Make a payment	Feature provided to the students in enabling them to make payments via MMU E-payment and Flywire by the self-service on the same page.
5.	Miscellaneous	Fee imposed to the students for hostel /security summon and supplementary paper (if any).
6.	Invoice	Billing document issued. The invoice must be read together with the credit notes (if any).
7.	Refund	Payment made to the student bank account. It consists of the deposit or excess balance if any.
8.	Statement of Account	Document that summarizes the current year's balance and can be used to check the outstanding balance.
9.	Bank account details	Student bank information that will be used for the below instruction: - Debit Bank Account Details: It is for the PTPTN Direct Debit process. Credit Bank Account Details: It is for refund purposes
10.	My bank account	Credit Bank details that will be used for deposit/excess refund upon completion of studies. The bank information must be belonged to the student account. The information provided must be accurate and correct.

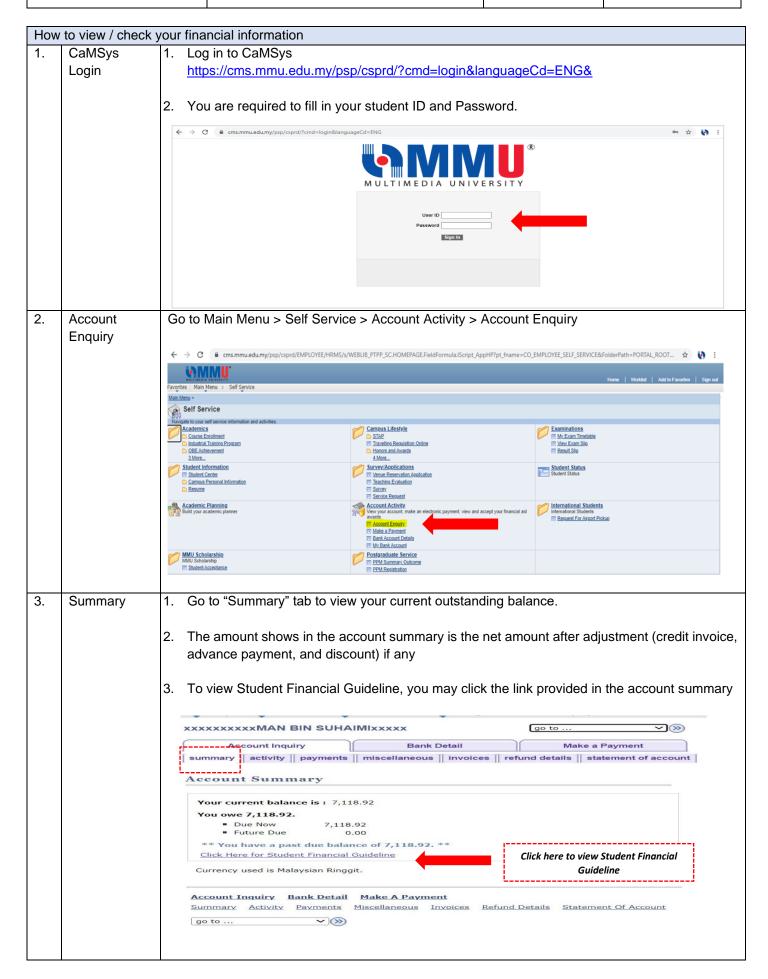
3. Kindly refer to each related tab in Account Activity for details.





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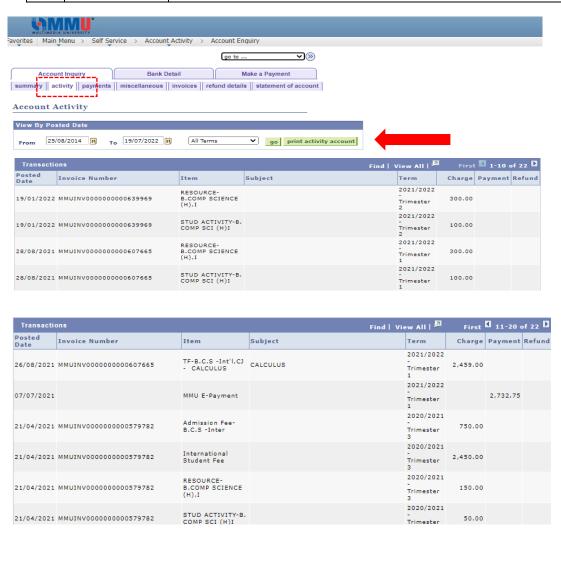
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4. Activity 1. Go to "Activity" tab to view your Account Activity i.e., payment made to the university, invoicing/billing, and refund (if any).

- Account Activity document will show the movement of financial account in detail during studies from beginning to the current date.
- 3. Charges and payments will be displayed in Account Activity document by line item.
- 4. Below is the item description for reference:

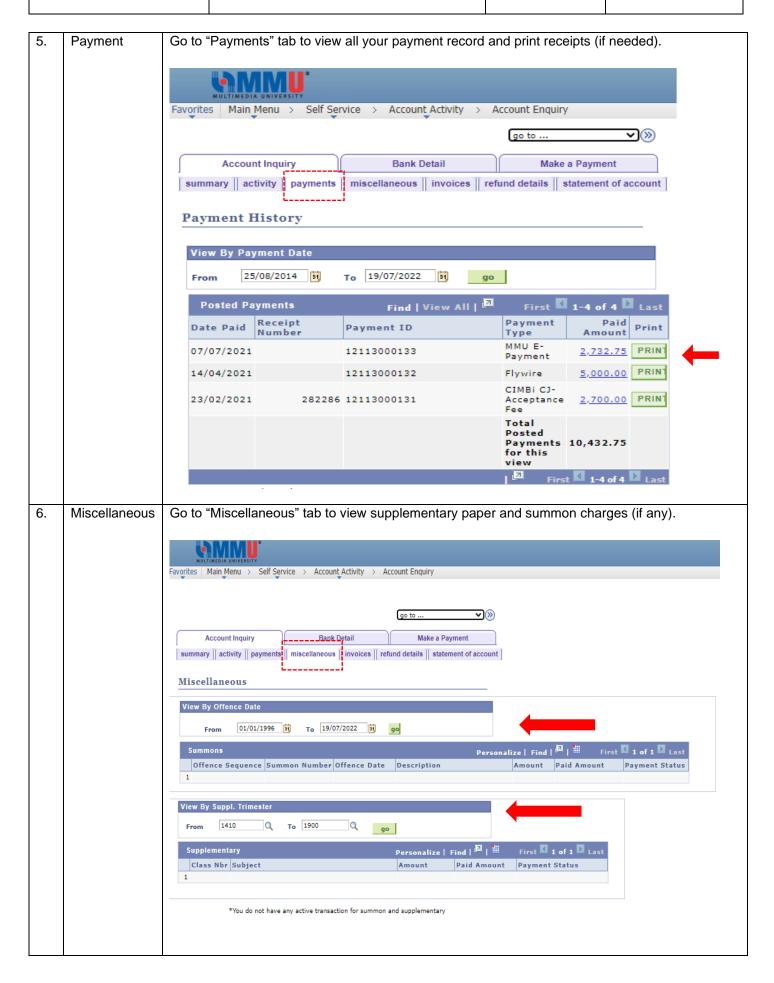
No	Term	Explanation
1	TF	Tuition fee and followed by the program name
2	Resource	Resources fee and followed by the program name
3	Stud Activity	Student activity fee and followed by the program name





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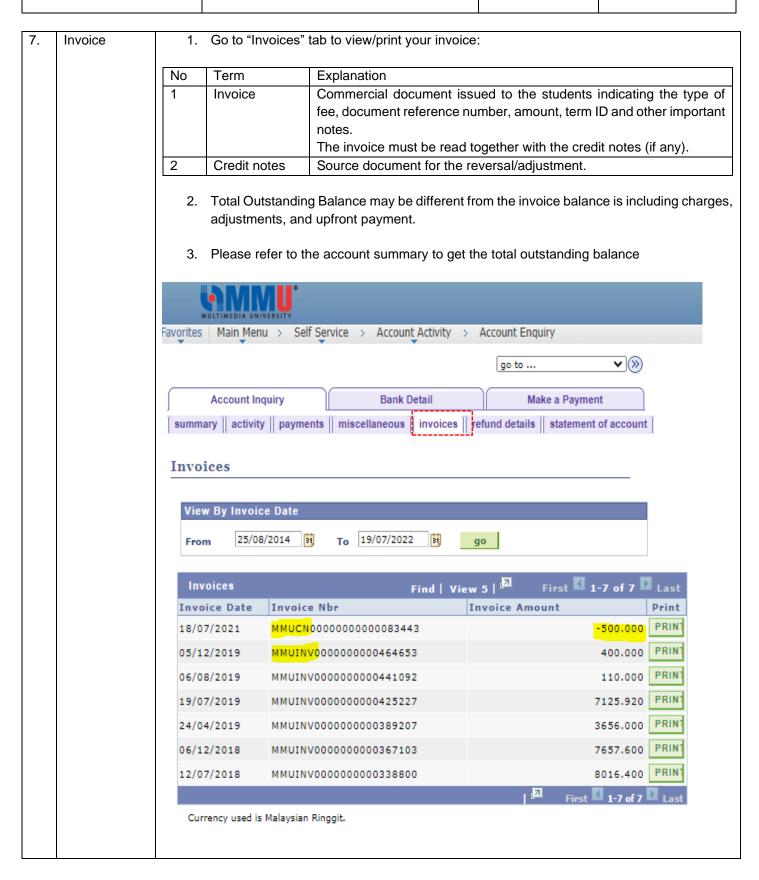
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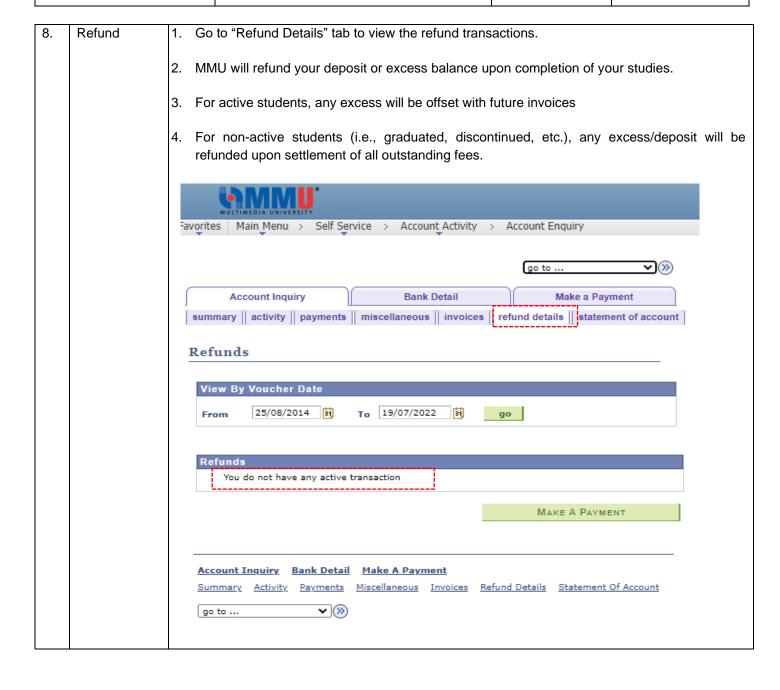
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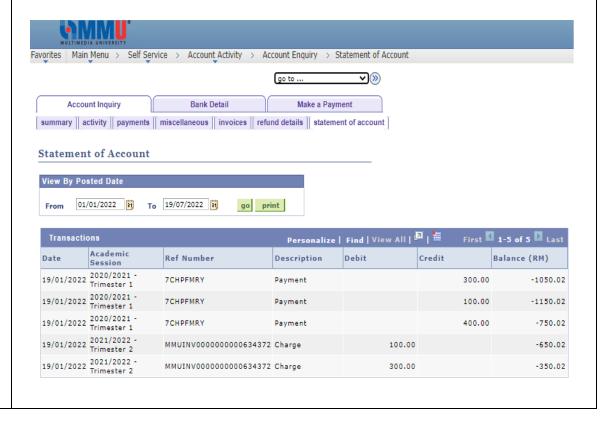


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9. Statement of Account Go to the "Statement of Account" tab to view and print your current year statement of account. This document will default to your current year transaction.

No	Term	Explanation
1	Debit	Charges imposed inclusive of Tuition Fee, Recourse Fee, Student
		Activity Fee, Hostel Fee, Registration Fee, Deposit, Summon and
		Miscellaneous Fee.
2	Credit	Payment is inclusive of the Self paid, PTPTN Loan, Discount, and other
		adjustments if any.
3	Positive	Balance that you owe to the University
	balance	
4	Negative	Excess balance that the University should return to you upon completion
	balance	of your studies.





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Sample of Statement of Account (SOA) in PDF file



Universiti Telekom Sdn. Bhd. (199701021324)
SST Reg No : W10-1808-31008187
Cyberjaya Campus, Persiaran Multimedia, 63100
Cyberjaya
Tel: +603 8312 5098 Fax: +603 8312 5030
Melaka Campus, Jalan Ayer Keroh Lama, 75450
Melaka Melaka Tel: +606 252 3455 Fax: +606 232 7446 URL: www.mmu.edu.my

Student ID: ... Name: Address: 96 ... Statement Date: 25 August 2022

Career: Diploma Status: Active in Program Program: Dip. Digital Motion Graphic Program Code: MD05 Faculty: Faculty of Creative Multimedia Campus: CYBERJAYA

Cohort: 1930 - 2019/2020 - Trimester 3 Intake: 11/04/2020

Statement of Account

Date	Academic Session	Ref Number	Description	Debit	Credit	Balance (RM)
31-Dec-21	Balance brought forward	(Prev. term)				-750.02
19-Jan-22	2021/2022 - Trimester 2	MMUINV0000000000634372	Charge	400.00	0.00	-350.02
			1	Current B	alance	-350.02

- 1 The figures and balances shown above will be considered correct unless Finance Division is notified of any discrepancy within 14 days
- 2 Debit = Charges imposed inclusive of Tuition Fee, Student Activity Fee, Hostel fee, Registration fee, Deposit, Summon and miscellaneous fee.
- 3 Credit = Inclusive of payment transaction, financial assistance, and other charges adjustment.

 4 Payment can be made using MMU E-Payment. Go to
- https://bit.ly/3dYhLj7

The University makes every effort to provide an accurate and current information. We reserves the right to change without notice any statement due to unforeseen circumstances.

This is system generated Statement of Account. No signature is required.





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10. Make A Payment

- 1. Go to "Make A Payment" tab to start your payment.
- 2. There are 2 options of payment using this self-service page.
 - a. Option 1 is the MMU E-payment which is from the local bank transaction
 - b. Option 2 is the Flywire which is for payment from overseas.
- 3. Click Submit Payment and it will bring you to the payment landing payment page.



Landing Page MMU E-Payment

- 1. Select Tuition Fee and edit the amount as per your amount owe or choose the related fee type i.e., hardcopy transcript to pay your purchasing of hardcopy transcript etc.
- 2. Fill in other required information and click submit payment.
- 3. Enter your bank information and don't close the window until you have received an acknowledgment of payment from the university.
- 4. The successful payment will immediately affect to your Account Activity and reduce your current outstanding balance.





MMU E-PAYMENT

ayment Details	
*Payment Fee Type	Tuition Fee
Student ID:	
*Student Name:	
*Passport No/NRIC: (without '-')	
Amount(RM):	
Payer Name:	
Remark:	
	SUBMIT PAYMENT
	<u> </u>



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