WSC | **How to:** Generate your invoice

1. Log in to USC Central: usccentral.usc.edu.au



2. From the USC Central homepage select Financial Account.



► USC | How to:

Generate your invoice

3. On your Account Balance page, select Invoice and Statement.

| ✓ USC Central | Accour | nt Balance | â : |
|---|--------------------------------|--------------------|-----------------------------------|
| Account Balance Due Now 196.95 Currency used is Australian Dollar | | [| Generate Statement Make a Payment |
| Charges Due | What I Owe 👔 | Charges & Deposits | Total Due |
| 🛼 Payment History | 2019 Semester 1 | 196.95 | 196.95 |
| Invoice and Statement | Total | 196.95 | 196.95 |
| 🕹 Bank Details | Currency in Australian Dollars | | |
| nequest a Refund | | | |
| Commonwealth Assistance Forms | | | |
| Request for SA-HELP | | | |
| Request for OS-HELP | | | |
| Commonwealth Assistance Notice | | | |
| Cholarship Payments | | | |
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| | | | |

4. Select **Generate Invoice** to generate an invoice for all fees and charges due.

Note: The Invoice and Statement will open in a new tab or window. Ensure your browser allows pop-ups.

| USC Central | | Invoice and Statement | | Â |
|---|--------------------|-----------------------|-----------|------------------|
| Account Balance Due Now 227.25 Currency used is Australian Dollar | | | | Generate Invoice |
| Charges Due | Prior Invoices (1) | | | |
| Rayment History | 1 | nvoice | Statement | |
| Invoice and Statement | Invoice Date | Invoice Number | r | |
| | 08/04/2019 | 247544 | | > |
| nequest a Refund | - | | | |
| Commonwealth Assistance Forms | | | | |
| Request for SA-HELP | | | | |
| Request for OS-HELP | | | | |
| Commonwealth Assistance Notice | | | | |
| scholarship Payments | | | | |
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EVENUSC | How to:

Generate your invoice

5. Your student fees will be displayed in an itemised invoice. Payment options are available at the bottom of the invoice.

Tax Invoice/2019 Statement ABN: 28441859157



Name: Student ID: Username: Statement Date: Statement Year: 8/04/2019 2019

Student Fees Detail

| Term | Description | Due Date | Transaction | Amount Payable |
|--------------------------------------|---|------------|-------------|-------------------|
| 2019 Sem 1 | Student Contribution | | | |
| | Introduction to Sport and Exercise Science | 19/03/2019 | 820.00 | |
| | Introduction to the Creative Industries | 19/03/2019 | 820.00 | |
| | HECS-HELP Loan | | -1,640.00 | |
| | Total Student Contribution Payable | | | 0.00 |
| 2019 Sem 1 | Student Svs & Amenities Fees | | | |
| | Student Services and Amenities | 19/03/2019 | 196.95 | |
| | Total to be deferred to SA-HELP as at Census Date | | | 196.95 |
| | | | | |
| Total Amount | (exclusive of GST) | | | 196.95 |
| Total GST Am | ount Payable | | | 0.00 |
| OPTIONAL A | MOUNT PAYABLE - if paying SSAF upfront | | | \$196.95 |
| PAYMENT REQUIRED - if deferring SSAF | | | | \$0.00 |

IMPORTANT INFORMATION

Payment of fees above must be finalised by the fee due date indicated on this invoice. Penalties apply to overdue fees.

· For more information, visit www.usc.edu.au/askUSC.

PAYMENT OPTIONS





Payment not accepted on campus.

More information on payment options is available at www.usc.edu.au/payfees

► USC | How to: Generate your invoice

6. To pay Online at USC, select the link **usc.edu.au/payfees**

PAYMENT OPTIONS



| Pay ONLINE at USC | BPay and Post Billpay options will take at least 24 hours to update your student account. | | |
|---|---|---|--|
| Payments made on business days between 8am & 6pm (AEST) will update your student account within 15 minutes. Delays may occur outside these times. | Post Billpay Code: 2432 Ref: | Pay in person at any post office or by phone 13 18 16. | |
| Secure payments Username: | | | |
| nab enabled by NAB Student ID: | Biller Code: 263988 | Telephone & Internet Banking – BPAY® Contact your bank or financial institution to | |
| VISA MasterCard www.usc.edu.au/payfees | BPAY Ref: | make this payment from your cheque, savings, debit or transaction account. More info: www.bpay.com.au | |

Payment not accepted on campus. More information on payment options is available at <u>www.usc.edu.au/payfees</u>