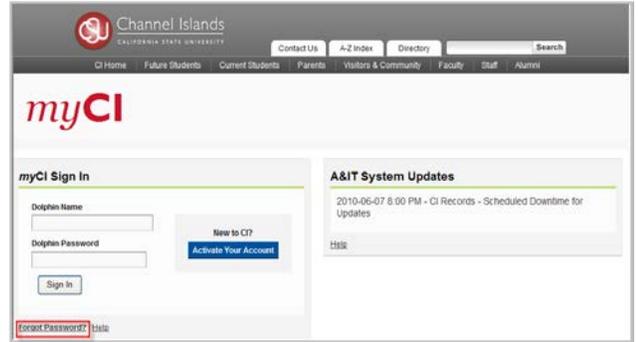
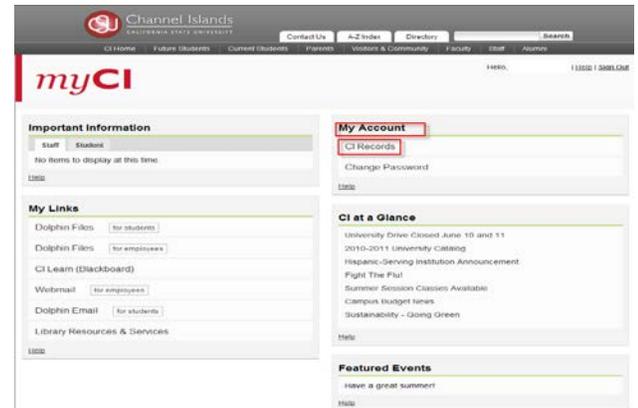


# How to view your “Account Inquiry”

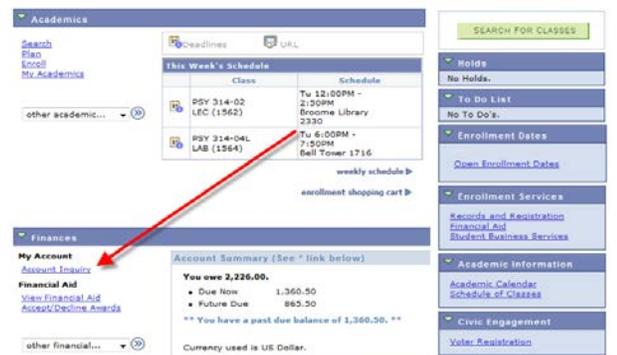
1. Open Internet Explorer and browse to <https://myci.csuci.edu> or connect through [www.csuci.edu](http://www.csuci.edu) and Log into your MyCI account.



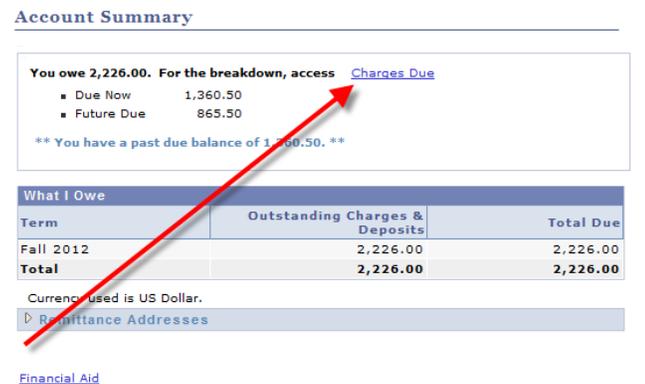
2. After you have logged into your myCI, a webpage containing your email, files, and records will be displayed. Under **My Account** click on the ‘CI Records’ link in your MyCI portal.



3. Now, on your Student Center page click on the ‘Account Inquiry’ link.



4. Then click on the ‘Charges Due’ link.



5. On this page you are able to see what your amount due is and what the exact due date is (highlighted area).

Account Inquiry | Account Services

summary | activity | payments

### Charges Due

Following is a Running Totals summary by due date of the charges and deposits that you owe.

Due Date	Due Amount	Running Total
08/25/2012	462.00	462.00
09/18/2012	898.50	1,360.50
10/18/2012	865.50	2,226.00

Summary of Charges by Due Date | Find | View All | First 1-3 of 3 Last

Currency used is US Dollar.

6. If you wish to see your account activity simply click on the 'activity' tab where the arrow is pointing.

### Account Activity

View by

From 01/01/2012 To 12/31/2012 All Terms go

Posted Date	Item	Term	Charge	Payment	Refund
12/21/2012	Fee Waiver BS-BUS SBCC	Fall 2012		150.00	
12/18/2012	BS-BUS SBCC - BUSINESS FINANCE	Spring 2013	1,125.00		
12/18/2012	BS-BUS SBCC - THE BUSINESS OF ART	Spring 2013	1,125.00		
11/15/2012	Cal Grant B Fees	Fall 2012		-125.00	
10/10/2012	Cal Grant B Access Grant	Fall 2012		369.00	
10/10/2012	Cal Grant B Fees	Fall 2012		1,493.00	
10/10/2012	Federal Pell Grant	Fall 2012		575.00	
10/10/2012	Refund Via Check	Fall 2012			2,437.00
09/24/2012	Payment Check	Fall 2012		650.00	
09/24/2012	Refund Via Check	Fall 2012			650.00

Transactions | Find | View All | First 1-10 of 56 Last

Currency used is US Dollar.

7. Under 'Account Activity' you have the ability to see all of the charges and payments on your account in time frame you have selected to view.

Account Inquiry | Account Services

summary | activity | payments

### Charges Due

Following is a Running Totals summary by due date of the charges and deposits that you owe.

Due Date	Due Amount	Running Total
08/25/2012	462.00	462.00
09/18/2012	898.50	1,360.50
10/18/2012	865.50	2,226.00

Summary of Charges by Due Date | Find | View All | First 1-3 of 3 Last

Currency used is US Dollar.

8. If you would like to view a payment history you have the ability to click on the 'payments' tab.

### Payment History

From 01/01/2012 To 12/31/2012 go

Date Paid	Payment Type	Paid Amount
12/21/2012	Fee Waiver BS-BUS SBCC	150.00
10/10/2012	Federal Pell Grant	575.00
10/10/2012	Cal Grant B Fees	1,368.00
10/10/2012	Cal Grant B Access Grant	369.00
09/24/2012	Payment Check	650.00

Posted Payments | Find | View All | First 1-5 of 18 Last

Currency used is US Dollar.

9. Under the 'Payments' tab you have the ability to view all payments you have made and any financial aid transactions in time frame you have selected.

The CSU makes every effort to keep student costs to a minimum. Fees listed in published schedules or student accounts may need to be increased when public funding is inadequate. Therefore, CSU must reserve the right, even after initial fee payments are made, to increase or modify any listed fees, without notice, until the date when instruction for a particular semester or quarter has begun. All CSU listed fees should be regarded as estimates that are subject to change upon approval by The Board of Trustees.