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**How to Accept/Decline Financial Aid Awards, View Billing Statement and Pay Online**

**Award Letter**

1. Go to <https://studentportal.rochesteru.edu/>
2. Log in: Make sure the term next to your name reflects the applicable semester
3. Click on “Financial Services”
4. Click on “My Financial Aid Offer”
5. Accept/Decline all awards then click Submit

**Billing Statement**

1. Go to <https://studentportal.rochesteru.edu/>
2. Log in: Make sure the term next to your name reflects the applicable semester
3. Click on “My Billing Ledger”
4. Review term charges and Overall Balance due (balances in ( ) are a credit and payment is not needed)
5. Select a payment option
6. Repeat steps for subsequent semesters

**Pay Online**

1. Go to <https://studentportal.rochesteru.edu/>
2. Log in: Make sure the term next to your name reflects the applicable semester
3. Click on “My Billing Ledger”
4. Review term charges and Overall Balance due (balances in ( ) are a credit and payment is not needed)
5. Click on “Pay by Credit Card”
6. Repeat steps for subsequent semesters