

• Login to Colleague Self-Service at <a href="https://www.ecok.edu/login">https://www.ecok.edu/login</a>

	Hello, Welcome to Colleague Self-Service! Choose a category to get started.		
	Notifications		
	Title	Details	
	③ Predident's Leadership Class	Member of President's Leadership Class	
4	Student Finance Here you can view your latest statement and make a payment online		
	Tax Information Here you can change your consent for e-delivery of tax information.		
	Student Planning Here you can search for courses, plan your terms, and schedule & enroll in your course sections.		
	Grades Here you can view your grades by term.		
	Academic Attendance Here you can view your attendances by term.		

• Click on Student Finance

Financial Information · Student Finance · Account Summary			
Account Summary View a summary of your account			
Account Overview			
Amount Overdue	\$0.00		
Total Amount Due	\$0.00	Make a Payment	
Total Account Balance	\$0.00	Account Activity	
Fall 2023	\$0.00		

• Click the Account Activity Link

Account Activity View your Financial Activity	
Term Fall 2023 - Balance: \$0.00 🗸	View Statement
Charges         -         Image: Strate in the image	
Expand All	
Charges \$7,404.6	9 🗸
Financial Aid \$7,972.0	0 🗸
Refunds \$567.3	1 ~
Balance	\$0.00

• Click the View Statement Link and a PDF will open in another tab



## How to access student statements in Colleague Self Service

- 1. Go to the ECU home page at <u>https://www.ecok.edu/login</u> and click the login tab
- 2. Login to your Colleague Self Service
- 3. Click the Student Finance Box at the top
- 4. Click on the Account Activity link to the right side of the page
- 5. Click on the view statement link on the top right of the page
- 6. A PDF will open in another tab, allowing you to view or print your statement