HOW TO ACCESS YOUR ACCOUNT INFORMATION ON MYWP: Students: Self-Service : 🛆 Login to MyWP at MyWP.warnerpacific.edu using your WPC Network Login & Home for all Student Self-Service features Password Courses & Sections Find the Students: Self-Service card, click on Student Finance. A new 🔁 Financial Aid window will pop-up (make sure your pop-up blocker is off) Student Finance Financial Information ~ Student Finance - Account Summary ÷ 绺 Attendance Account Summary 俞 rv of your a Click on Make a Account Overview Payment to pay on your account Amount Overdue \$239.28 Total Amount Due \$239.28 Make a Payment Click on Account Total Account Balance \$239.28 Account Activity Activity to see ADP Summer 2017 NT \$0.00 your charges and ADP Spring 2017 \$239.28 financial aid listed by term When you click Make a Payment, a screen showing your balance by term will show Financial Information ~ Student Finance 🗸 💫 Make A Payment ♠ Choose e-check or Make a Payment web credit card <u>ا</u> Select the items that you would like to pay and Choose a Payment Method below payment method to indicate the type of payment Total Payment : \$239.76 Choose a Payment Method 🗸 Proceed to Payment Please Note: Amounts Due may include credit amounts. Collapse All Enter the amount \$239.28 ADP Spring 2017 you want to pay (it auto populates Select Item Payment Group Date Due Amount Due Amount to Pa with the total Former ADP Students WPYMT 10/16/2017 (Overdue) \$239.28 239.28 \checkmark amount due) and then click on Total Amount Due \$239.28 Proceed to Payment Top of page

The screen to enter your payment information opens, and after processing your payment, issues you a receipt.

Account Activity											
Term ADP 2016 Fall - Balance: \$4,581.98 \bigcirc Charges Charges 53,444.02 Excend All From ADP 2016 Fall - Balance: \$4,581.98 \bigcirc S3,444.02 S3,444.0									Click on View Statement to get a PDF copy of the statement for the term		
	 ADP Tuition 										\$4,230.00
~ Charges	Section	Course Title	Amou	nt Billing Credit	s	CEUs	Days Tin	nes	Classroom	Instructor	Status
√ Term Fees	HS-501A-G601A	SystemsThinkingAcrossSociet	y \$2,115.	00 3.00			Th 6:0	0-10:00	Egtvedt 122	E. Alston	New
	HS-502A-G601B	Spirituality&Practice-HumSvcs	\$423.	00 3.00			Th 6:0 PM	0-10:00	Egtvedt 122	M. Fisher	Dropped
 Payments 	Other Tuition Activity	Other Tuition \$1,692.00 TBD									
↓ Refunds	 Term Fees 										\$100.00
Balance	Description										Amount
Click on each	Registration Fee										\$100.00
section to expand	ADP Books										\$251.98
and show detailed	Invoice	Date	Date Description								Amount
information	000145139	000145139 9/27/2016 Book Charges - HS-501A \$25									
		Pa	Payment Receipt Details					y.,	1 22		
	 Payments Click a receipt number to v 	view a full copy of the pays	Warner Pa 2219 SE 68 000040061 6/5/2017 Portland O 2:32:50 PM			Pacific Colle 58th Ave OR 97215	ufic College th Ave R 97215 Lisa A. Grossenbacher warnermartific edu		^		\$3,444.02
Click on the	Receipt Number	Date	503-517-1207						ence N	lumber	
receipt number to		1/19/2017	Account Paym	Account					15		
print a copy of		1/19/2017	Holder	Туре	ADP	Location	Description	Amount	16		
your payment		1/20/2017	1/20/2017 Nut Payment on \$2,3 Rec Fall Tabor account \$2,3						0		
information	000040061	6/5/2017	Payments Tendered Payment Control Authorization Transaction								
ľ			Method	Number	Code	out of the	Number	Amount			
			Credit Card \$2,30					\$2,303.00	,		
			Close Print					t			

To see the detailed charge and payment information after clicking on Account Activity: