

Financial Menu Student Portal

EUC Student Information System

Updated: 12/12/2024

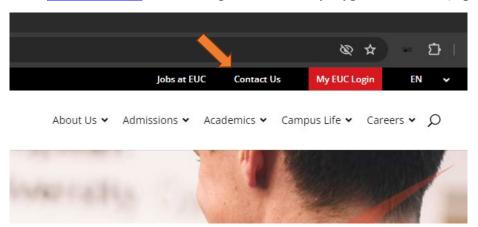


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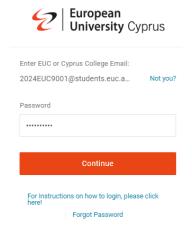
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Login to Student Portal

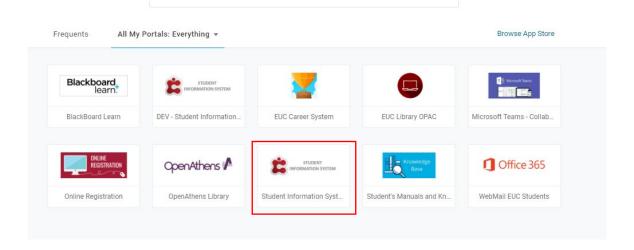
1. Click on myEUCLogin from European University Cyprus Website (top right)



2. Enter your university credentials.



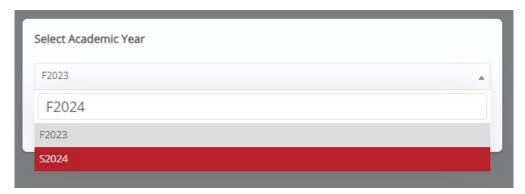
1. Go to tab "All my Portals" and click on "Student Information System" app.





2. You will be automatically logged in the "Student Portal" active semester.

In case you are prompt with a message to "Select Academic Year", you need to select the active semester. Based on the se mester that you select, all the information in the student portal will be related to that specific semester.

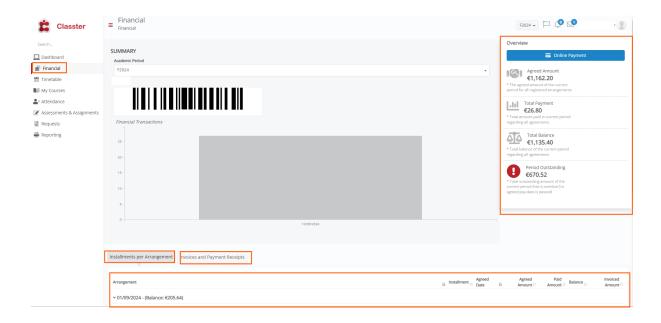


3. The first time you login you will be prompted to accept the privacy policy. Scroll all the way to the bottom of the page to accept.



Financial

The financial page of "Student Portal" will help you keep track of payments, due dates and will show you the records of past payments. All the information can be seen on the main page.



You can access the main page of Financials by clicking on the "Financial" button in the menu area.

You are also able to make payments online by clicking on the Online Payments button.

Your Agreed amount, Total payments, Balance, Outstanding payments and Total outstanding are summarized here. Exclamation symbols next to amounts means that your attention is required. In addition to this summary, you will be given a warning sign if an amount is overdue, and the agreement date of payment has passed. By moving the mouse over the "!" sign you will get more info.

- Agreed Amount: Agreed amount of the current period only
- Total Payment: Payments in current period. If there is an exclamation mark ..., then there
 are payments that are not yet subtracted from your balance. This will be done automatically
 within the day.



- Total Balance: Balance of current period
- Period Outstanding: Current period amount overdue
- Total Outstanding: Outstanding balance until today from all academic periods



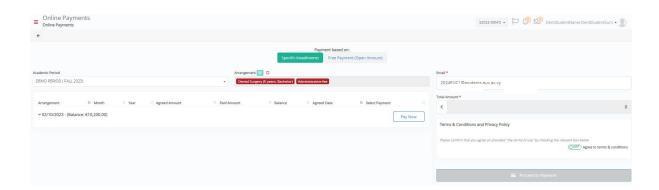




Online Payments

1. After clicking on the Finance button in the Menu area you will be directed to the Finance page where you will find the Online Payments button. By clicking the Online Payments button, you will be directed to the Online Payments page.

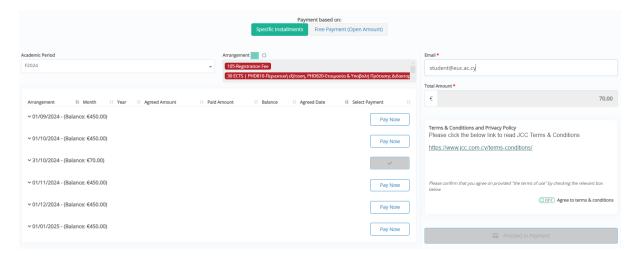




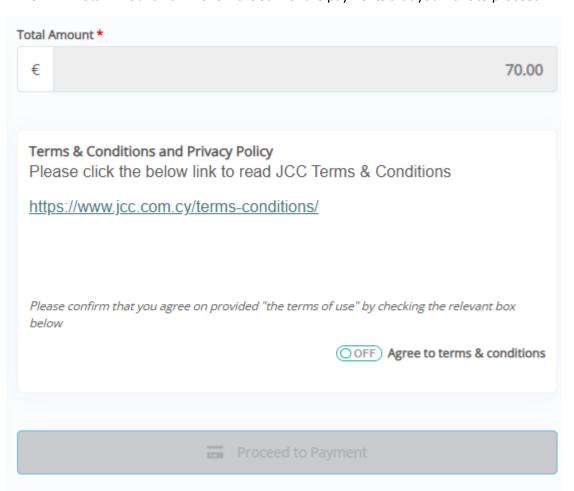
- 2. When you arrive on the Online Payments page you will be given the option to pay "Specific Installments" or "Free payment". Specific installment means the whole amount of installment. Free payment means that the system will allow you to enter the amount that you want to pay even if it does not much the installment amount.
- 3. To make the payment, be sure to read the terms of use and flag "Agree to terms & conditions". If you do not agree, payment online will not be possible.
- 4. To make a payment on specific installments click on "Pay Now" next to an amount from your arrangements.

IMPORTAND NOTE: In case you have balance from the previous period the system will not allow you to proceed with the new period payment of outstanding balance unless you first pay your previous periods balance.





- 5. By clicking on "Pay Now" you add this amount for payment. The button will change from a "Pay Now" to a "check sign".
- 6. In "Total Amount" it will show the sum of the payments that you want to proceed.



- Enter your email address so that you may receive confirmation of payment.
- Click on "Agree to terms & conditions" radio button to "Proceed to Payment"
- Click on "Proceed to Payment" button to proceed to payment.



• Once you have clicked on "Proceed to Payment" you will be transferred to the payment gateway you have chosen.