

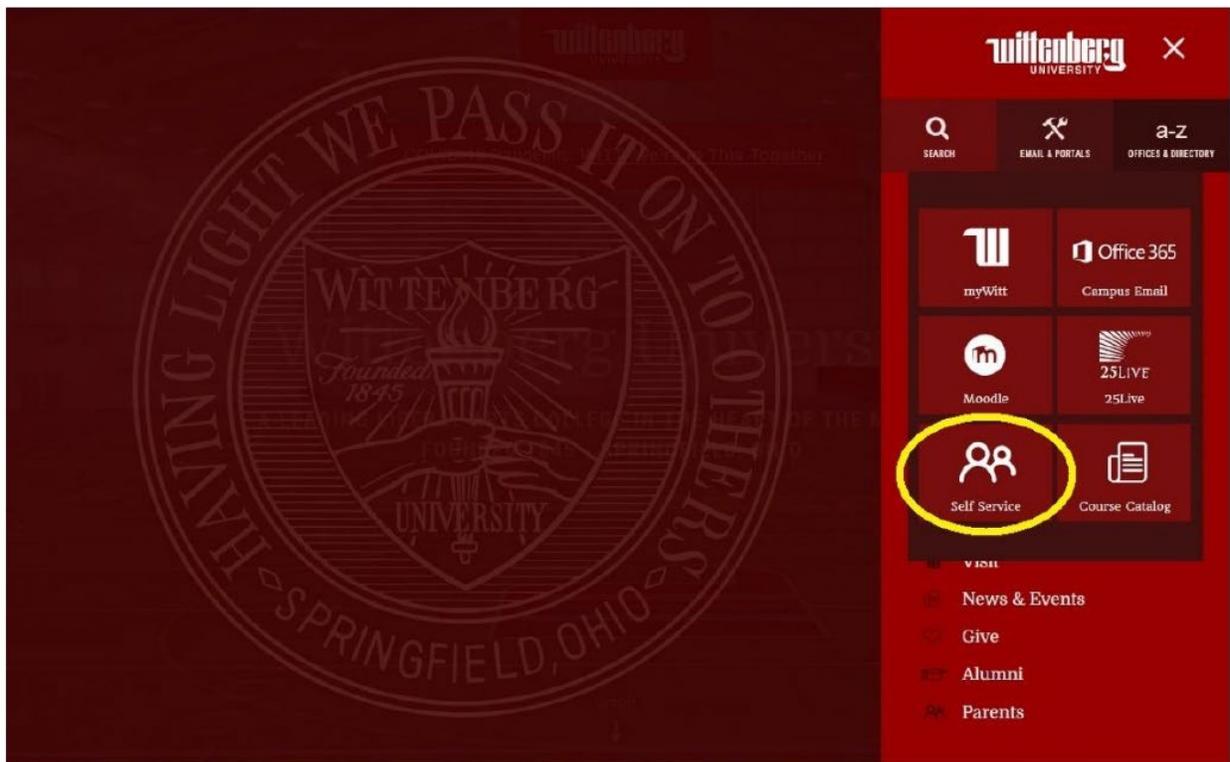


Viewing Your Account Statement on Self Service

Office of Student Accounts

Step 1: Log in to Wittenberg Self Service

1. Go to www.wittenberg.edu.
2. Click on MENU in the top right-hand corner.
3. Click on EMAIL & PORTALS.
4. Click on SELF SERVICE from the dropdown menu. Sign in with your Wittenberg email address and password.



Step 2: Click on “Student Finance” to view your Account Summary.

A circular icon with a white dollar sign on a green background.

Student Finance
Here you can view your latest statement and make a payment online.

Step 3: Review and understand your Account Overview.

Your Account Overview shows your Total Amount Due:

Account Overview

Amount Due 8/29/2023	\$5,300.00	
<hr/>		
+ Amount Overdue	\$0.00	
<hr/>		
= Total Amount Due	\$5,300.00	
<hr/>		
Total Account Balance	\$5,300.00	Account Activity

Step 4: Select a Term to see more information.

Total Account Balance	\$5,300.00
Fall Semester 2023	\$5,300.00
Sum Sem III (11 Wks)	\$0.00

Step 5: View detail of individual charges and credits (optional)

Click on the dropdown arrow next to each item to view detail:

Term: Fall Semester 2023 - Balance: \$5,300.00 [View Statement](#)

 Charges \$5,300.00 =  Balance \$5,300.00

[Collapse All](#)

Step 6: Click on “View Statement” on the upper right-hand corner to see a pdf of the selected term’s statement.

Questions?

Wittenberg University

Office of Student Accounts

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