

## Receipt Guide

### Username and Password Access

When your account was created, you should have received an email with username and temporary password. The temporary password will need to be changed to a permanent password before logging into the University of Massachusetts Global Student Portal (instructions are included in the original email), or use this link to Account Self-Service Options:

<https://services.brandman.edu/AccountManagement/default.aspx>

### Registration

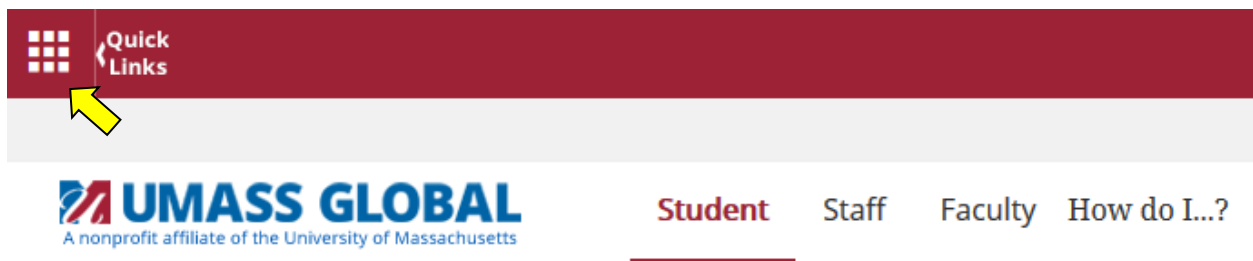
#### Step 1:

To access the Umass Global Portal, click on “Continue to My UMass Global”.

Click “Sign-in” and enter your UMass Global email and password, if asked.

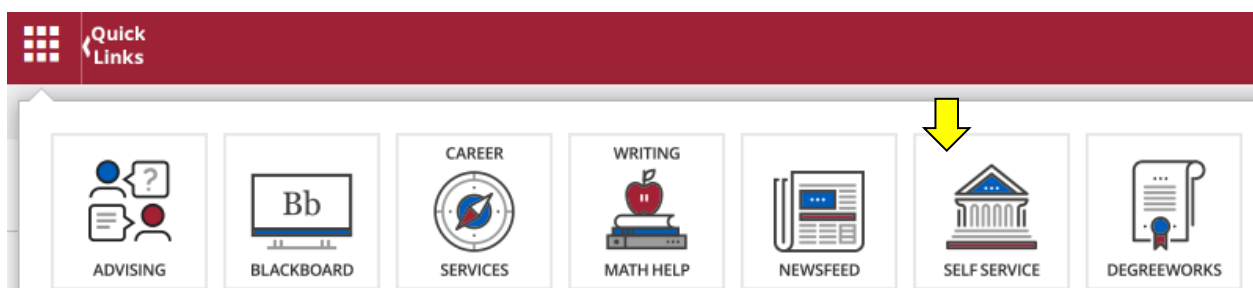
#### Step 2:

Select the Quick Links button.



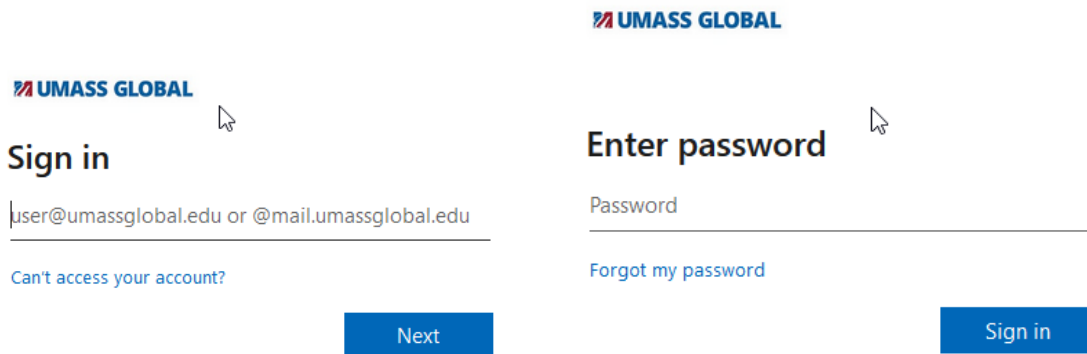
Student | Student

Click on the “Self-Service” icon.



*Step 3:*

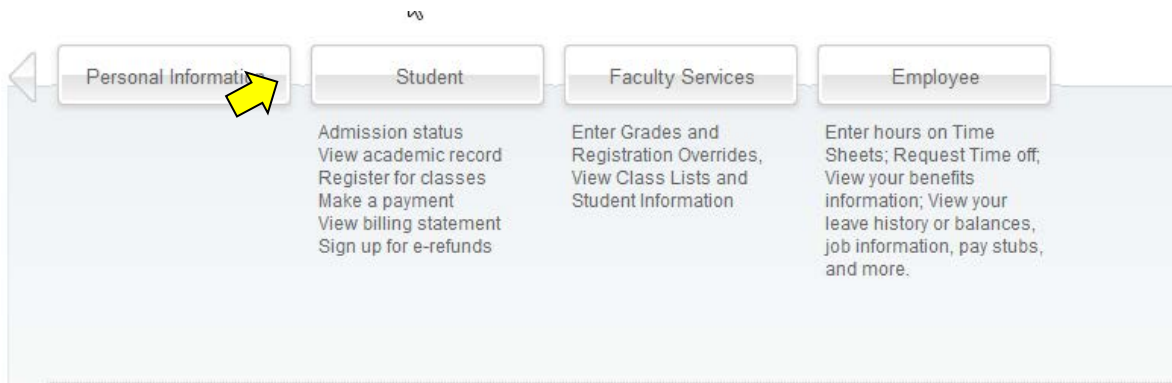
Log-in to the Student Portal using your UMass Global email and password.



The image shows a login interface for UMass Global. On the left, there is a 'Sign in' section with the UMass Global logo, a text input field containing 'user@umassglobal.edu or @mail.umassglobal.edu', a link for 'Can't access your account?', and a blue 'Next' button. On the right, there is an 'Enter password' section with the UMass Global logo, a password input field, a link for 'Forgot my password', and a blue 'Sign in' button.

*Step 4:*

Select the Student tab then the Student tab.



*Step 5:*

Select the My Student Account option and then Account Summary by Term to view your entire payment history.

<b>Admissions</b> Review Existing Application(s)	<b>Registration</b> Check your registration status, class schedule and add or drop classes	<b>Student Records</b> View your holds, grades, transcripts and account summary	<b>My Student Account</b> View Account Holds, Make a Payment, View Bill, Sign up for eRefunds, Sign up for Text Alerts
<ul style="list-style-type: none"> <li>▪ Account Summary by Term</li> <li>▪ Account Detail by Term</li> <li>▪ View Institutional Holds</li> <li>▪ Make Payment Online</li> <li>▪ View My Bill</li> <li>▪ Financial Responsibility Agreement</li> <li>▪ Sign Up for eRefunds</li> <li>▪ Sign up for Text Alerts</li> <li>▪ How to make a payment</li> </ul>			

## Account Summary by Term

Home > Student > My Student Account > Account Summary by Term

Anticipated third party contract payments, financial aid, and memos are NOT included in this summary.

### Summary

**Account Balance:** \$0.00

Fall 2014 Session 2 (8 Wks)

Description	Charge	Payment	Balance
Applied Behavior Analysis Prog			\$0.00

**Term Charges:**

**Term Credits and Payments:**

**Term Balance:**

Spring 2014 Extended Education

Description	Charge	Payment	Balance
Independent Study Tuition			\$0.00

**Term Charges:**

**Term Credits and Payments:**

**Term Balance:**

Fall 2013 Extended Education

Description	Charge	Payment	Balance
Independent Study Tuition			\$0.00
SDE Programs Tuition			\$0.00
Lindamood Bell			\$0.00

**Term Charges:**

**Term Credits and Payments:**

**Term Balance:**

**Account Balance:**

Pay Online – eCheck Only    Pay by Credit Card – Telephone Only