# Payment Confirmation

You must complete your electronic payment confirmation. To complete this visit your Student Center on HawkWeb. You are not officially registered until your payment confirmation is completed. Payment confirmations must be completed by the deadline each semester to secure your registration and prevent delays in financial aid payments and/or refunds. Failure to complete the payment confirmation will result in the cancellation of all classes and possible loss of housing.

If you have questions, please contact the Office of Student Accounts via phone: 410-651-6092 or 410-651-6093 or via email: studentaccounts@umes.edu

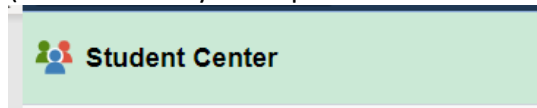## STEPS TO COMPLETE THE PAYMENT CONFIRMATION PROCESS

Step 1 - Log into: My UMES login
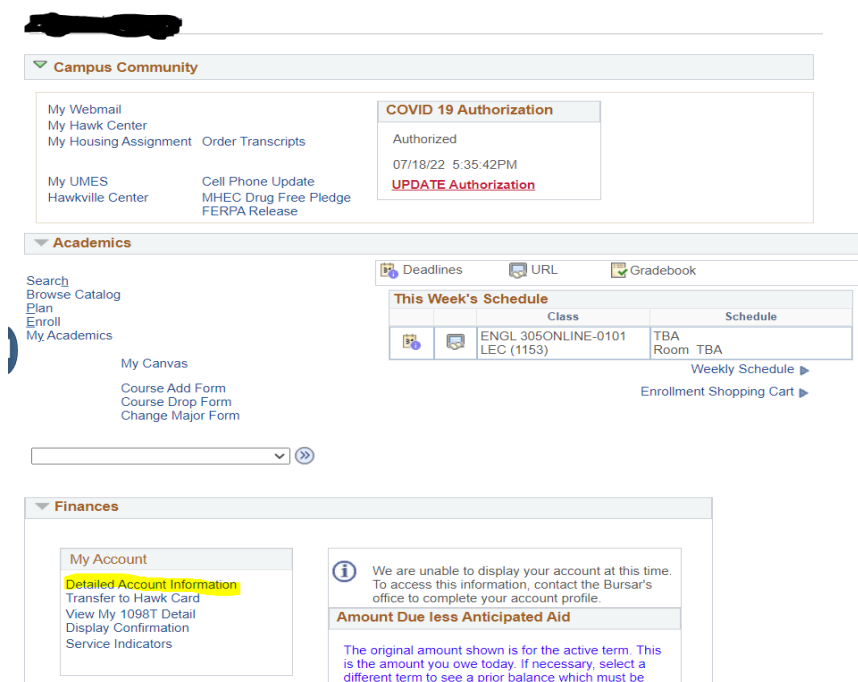
Step 2 - Go "Student Center"
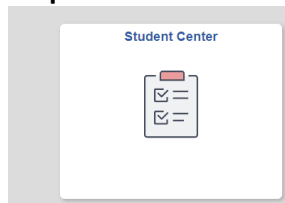
(NOTE: You may be required to complete the Keeping Current Information - Maintain Cell Phone Number, Emergency Contacts, COVID-19 Authorization, and "Missing Person Memorandum''.)

(NOTE: You may be required to select the "Student Center" on the side menu a second time)

Step 3 - Please review your detailed account information - go to "My Account" section and select "Detailed Account Information" (See image below)

Step 4 - Please review your financial aid - go to the "Finances" section and select "View My Financial Aid". You can see a breakdown in your financial aid for the year. (See image above)
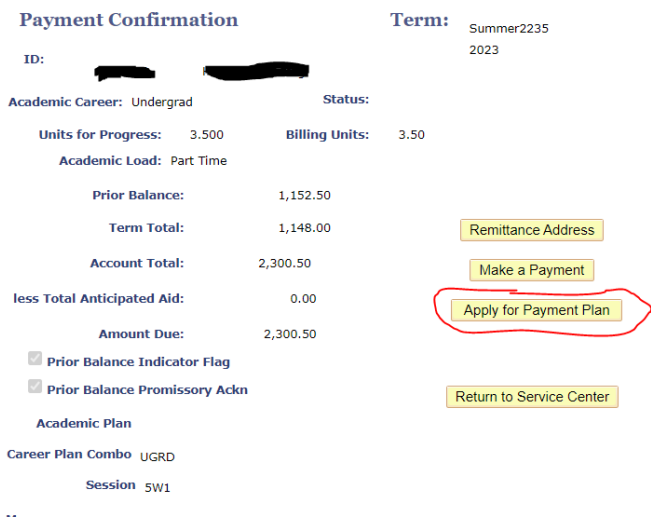
Step 5 - You must "Confirm" your intent to attend for the enrolled term and if you have an amount due, how you plan to pay. Below "My Account" and Term Confirmation" click the Yellow "Confirm" Button and follow the instructions.

Payment Confirmation Required

Summer 2023	Closing Date 07/13/2023	Confirm
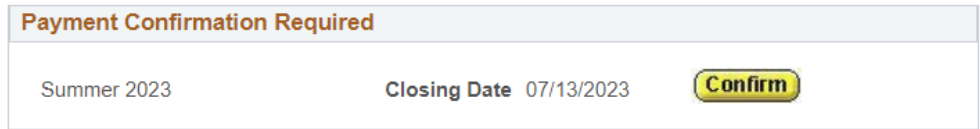
Step 6 - Read the messages and select OK or I agree

Step 7 - Payment Confirmation Options –

1. If you don't owe a balance click "Confirm" on the right hand side to complete the process - You may select the payment plan option should your charges change - you will NOT be charged the enrollment fee unless you require a plan.

2. If your previous balance is more than $500 - go back to the Student Center and Make a Payment - once paid go back to the yellow confirm button. (See images above of previous screen)

3. Pay current balance due in full by clicking "Make a Payment" on the right hand side and follow the prompts.

4. If you want to go on a monthly payment plan click "Apply for Payment Plan" on the right hand side and follow the prompts.

Payment Confirmation   **Term:** Summer2235 2023

ID:

Academic Career: Undergrad   **Status:**

Units for Progress:	3.500	**Billing Units:**	3.50

Academic Load: Part Time

Prior Balance:	1,152.50
Term Total:	1,148.00
Account Total:	2,300.50
less Total Anticipated Aid:	0.00
Amount Due:	2,300.50

Remittance Address

Make a Payment

Apply for Payment Plan

☑ Prior Balance Indicator Flag
☑ Prior Balance Promissory Ackn

Return to Service Center

Academic Plan

Career Plan Combo UGRD

Session 5W1

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Once you select Apply for Payment Plan, then select I Agree and Accept Pay Plan you will receive a message that says your payment confirmation is complete.