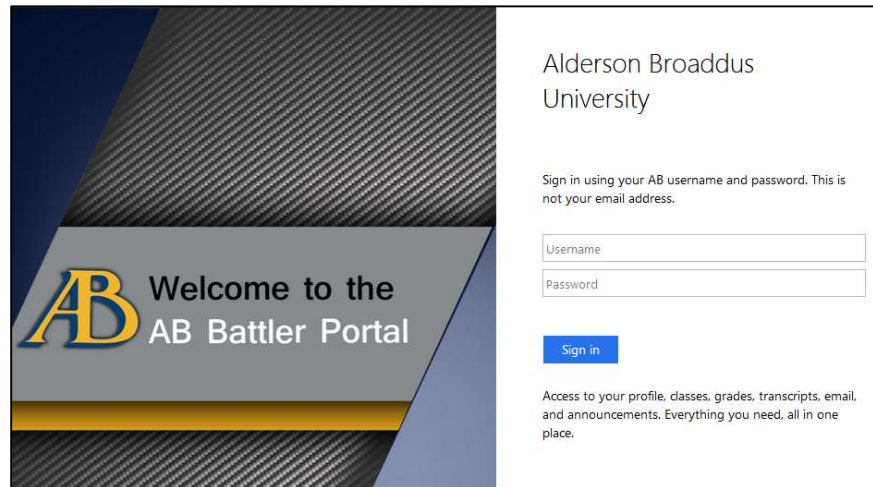


AB Alderson Broaddus University

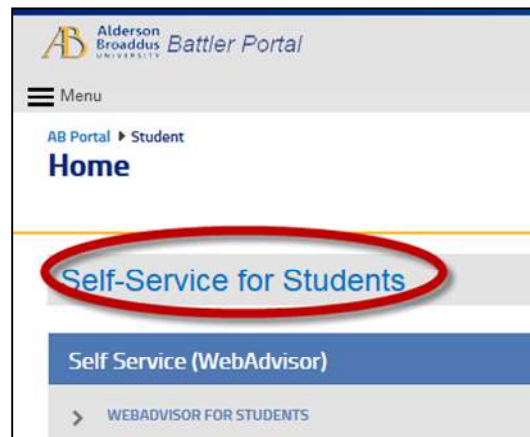
Accessing and Using Student Finance Self-Service

Access the Battler Portal from **ab.edu** or **my.ab.edu**, and log in using your AB username and password.

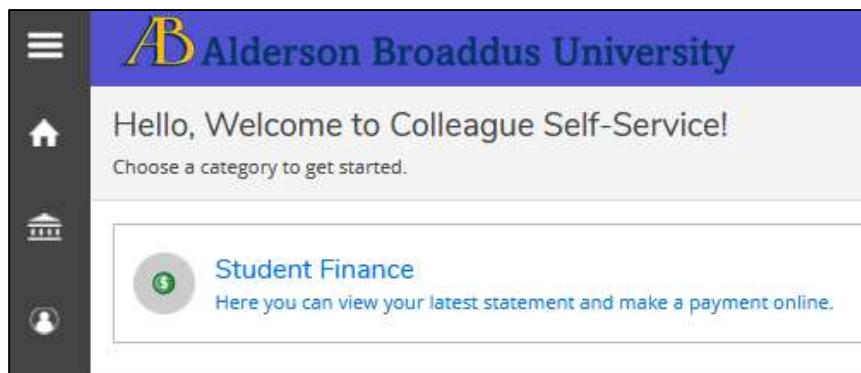


The screenshot shows the login page for the Alderson Broaddus University Battler Portal. On the left, there is a graphic with the AB logo and the text "Welcome to the AB Battler Portal". On the right, the text "Alderson Broaddus University" is displayed. Below this, a sign-in instruction reads: "Sign in using your AB username and password. This is not your email address." There are two input fields: "Username" and "Password". A blue "Sign in" button is located below the fields. At the bottom, a small text block says: "Access to your profile, classes, grades, transcripts, email, and announcements. Everything you need, all in one place."

From the Battler Portal, click on the **Self-Service for Students** link.



Log in to **Self-Service** using your AB username and password, then select **Student Finance** from the Self-Service home page



You will now see your **Account Summary** page. This page displays your **Total Account Balance**. To see more detailed information about each term or print a copy of your statement, select the **Account Activity** link beside Total Account Balance or choose a term listed below.

Alderson Broaddus University

Financial Information • Student Finance • Account Summary

Account Summary

View a summary of your account

Account Overview

Amount Due 1/15/2020	\$2,266.00
+ Amount Overdue	\$683.38
= Total Amount Due	\$2,949.38

Total Account Balance: \$2,949.38 [Account Activity](#)

19-20 Trad UG Spring	\$2,266.00
19-20 Trad UG Fall	\$683.38
18-19 Trad UG Spring	\$0.00
18-19 Trad UG Fall	\$0.00
17-18 Spring UG	\$0.00
17-18 Fall UG	\$0.00

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Account Activity allows you to display more detailed information about each term listed on the **Account Summary** page, view **Notifications** about your account, or print a copy of your **Statement**. Select a term from the drop-down menu to see more information. The most recent term is displayed by default. Once a term is displayed, you can see more information about your **Charges**, **Payments**, and **Financial Aid**.

Alert: If your balance appears larger than you expect, please check the comments on the right for details. Action may be required.

Term: 19-20 Trad UG Spring - Balance: \$2,266.00

- 19-20 Trad UG Spring - Balance: \$2,266.00
- 19-20 Trad UG Fall - Balance: \$683.38
- 18-19 Trad UG Spring - Balance: \$0.00
- 18-19 Trad UG Fall - Balance: \$0.00
- 17-18 Spring UG - Balance: \$0.00
- 17-18 Fall UG - Balance: \$0.00

Clicking on the circles labeled **Charges**, **Payments**, or **Financial Aid** will expand more detailed information for that section of your account.



Clicking on a down arrow will expand that category of charges and display information such as your **registration information, room assignment, and parking tickets.**

Collapse All

Charges	\$20,950.00	^
Tuition	\$14,500.00	v
General Fee	\$110.00	v
Room	\$3,885.00	v
Meal Plan	\$2,350.00	v
Parking Permit	\$105.00	v
Financial Aid	\$18,684.00	v

If you have not completed everything with the Financial Aid Office, you may see that some of your aid is listed under **Currently Ineligible**. Currently Ineligible Aid is **NOT** currently being subtracted from your Balance. A comment will explain what you must complete. Contact the Financial Aid Office for questions regarding your Financial Aid.

Financial Aid		\$18,684.00							^
Award	Awarded	Term	Disbursed	Anticipated	Other Terms	Loan Fee	Currently Ineligible	Comment	
Direct PLUS Loan	\$7,347.00	19-20 Trad UG Spring		\$7,035.00		\$312.00			
Direct Sub Stafford Loan	\$2,750.00	19-20 Trad UG Spring		\$2,721.00		\$29.00			
Alderson Broaddus Grant	\$1,678.00	19-20 Trad UG Spring		\$1,678.00					
AB Go Give Scholarship	\$2,250.00	19-20 Trad UG Spring		\$2,250.00					
AB Scholarship	\$1,000.00	19-20 Trad UG Spring		\$1,000.00					
AB Presidential Scholarship	\$4,000.00	19-20 Trad UG Spring		\$4,000.00					
Total			\$0.00	\$18,684.00					

Balance \$2,266.00

To view a copy of your Statement, select **View Statement** on the **Account Activity** page.

Your statement will download as a printable PDF. The information on your statement is the same information displayed on the **Account Activity** page.

Included on the top of your statement is information such as your **Student ID** and **Total Amount Due**; as well as the University's mailing address and billing contact information.

The rest of your statement lists your detailed **Charges, Payments, and Financial Aid** for the selected term. Any previous or future balances will be listed separately under **Account Activity Summary**.

Name [Redacted]
 Student ID [Redacted]

Tuition by Total

Section	Course Title	Billing Credits	CEUs	Status	
ECON-280-01	Money and Banking	3.00		New	
Total					\$14,600.00

Fees

Description	Amount
Full Time General Fee	\$110.00
Fee - Parking Permit	\$105.00
Total	\$215.00

Room & Board

Description	Date	Building	Amount
Gold Hall Single	1/15/2020	Gold Hall	\$3,885.00
Meal Plan	1/15/2020		\$2,380.00
Total			\$6,265.00

Name [Redacted]
 Student ID [Redacted]

Financial Aid

Direct PLUS Loan				Comments:			
Awarded	Term	Disbursed	Anticipated	Other Terms	Loan Fee	Currently Ineligible	
\$7,347.00	19-20 Trad UG Spring		\$7,035.00		\$312.00		
Direct Sub Stafford Loan				Comments:			
Awarded	Term	Disbursed	Anticipated	Other Terms	Loan Fee	Currently Ineligible	
\$2,750.00	19-20 Trad UG Spring		\$2,721.00		\$29.00		
Alderson Broaddus Grant				Comments:			
Awarded	Term	Disbursed	Anticipated	Other Terms	Loan Fee	Currently Ineligible	
\$1,678.00	19-20 Trad UG Spring		\$1,678.00				
AB Go Olive Scholarship				Comments:			
Awarded	Term	Disbursed	Anticipated	Other Terms	Loan Fee	Currently Ineligible	
\$2,250.00	19-20 Trad UG Spring		\$2,250.00				
AB Scholarship				Comments:			
Awarded	Term	Disbursed	Anticipated	Other Terms	Loan Fee	Currently Ineligible	
\$1,000.00	19-20 Trad UG Spring		\$1,000.00				
AB Presidential Scholarship				Comments:			
Awarded	Term	Disbursed	Anticipated	Other Terms	Loan Fee	Currently Ineligible	
\$4,000.00	19-20 Trad UG Spring		\$4,000.00				
Total			\$0.00	\$18,884.00			

Balance

\$2,266.00