Users with any Finance Security will have the Finance Tab defaulted as a tab when they log into the MyUNM portal.

1. On the Finance tab.

2. Go to the My Account channel.
   - The My Account displays account balances for term-related charges and non-term related charges.
   - It also includes links to the Student Self-Service View Account.
   - The links are for Summary and for Term page. It shows a detailed breakdown of the account.

3. To expand the My Account channel to fill the screen click on the icon.

4. For additional information click on the semester.

5. A detail account summary for the semester will be listed.

**End**