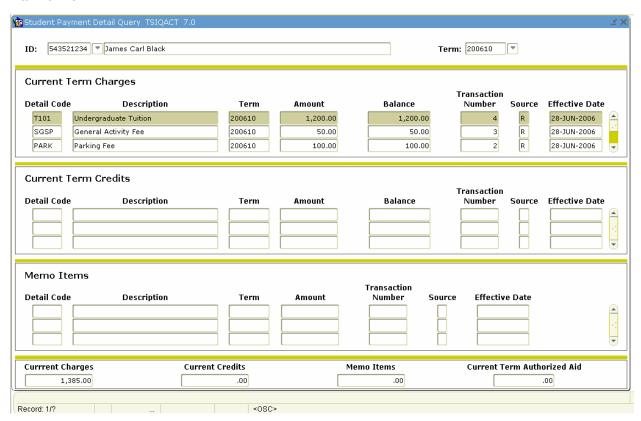# Registration Fee Assessment Using Banner 7

## Job Aid:  Review a Student's Transactions by Term

### Student Payment Detail Query Form (TSIQACT)

The Student Payment Detail Query Form is used to review the transactions on a student's account by term. Transactions are displayed as current term charges, current term credits, memo items, future current term detail (effective date is in the future), other term detail, and future other terms detail (transactions which are currently due or past due, but are not for the term specified in the Key information).

### Banner form

Student Payment Detail Query  TSIQACT  7.0

**ID:** 543521234 ▼ James Carl Black  **Term:** 200610 ▼

**Current Term Charges**

| Detail Code | Description | Term | Amount | Balance | Transaction Number | Source | Effective Date |
|---|---|---|---|---|---|---|---|
| T101 | Undergraduate Tuition | 200610 | 1,200.00 | 1,200.00 | 4 | R | 28-JUN-2006 |
| SGSP | General Activity Fee | 200610 | 50.00 | 50.00 | 3 | R | 28-JUN-2006 |
| PARK | Parking Fee | 200610 | 100.00 | 100.00 | 2 | R | 28-JUN-2006 |

**Current Term Credits**

| Detail Code | Description | Term | Amount | Balance | Transaction Number | Source | Effective Date |
|---|---|---|---|---|---|---|---|
| | | | | | | | |
| | | | | | | | |
| | | | | | | | |

**Memo Items**

| Detail Code | Description | Term | Amount | Transaction Number | Source | Effective Date |
|---|---|---|---|---|---|---|
| | | | | | | |
| | | | | | | |
| | | | | | | |

| Currrent Charges | Current Credits | Memo Items | Current Term Authorized Aid |
|---|---|---|---|
| 1,385.00 | .00 | .00 | .00 |

Record: 1/?          ...          <OSC>

**Procedure**

Follow these steps to review a student's account on TSICSRV.

| Step | Action |
|------|--------|
| 1 | Access the Student Payment Detail Query Form (TSIQACT). |
| 2 | Enter *543521234* in the **ID** field. |
| 3 | Enter *200610* in the **Term** field. |
| 4 | Perform a **Next Block** function.<br><br>Note:  You do not need to enter any additional data on this form.  Scroll down to review more data. |
| 5 | Click the **Exit** icon. |