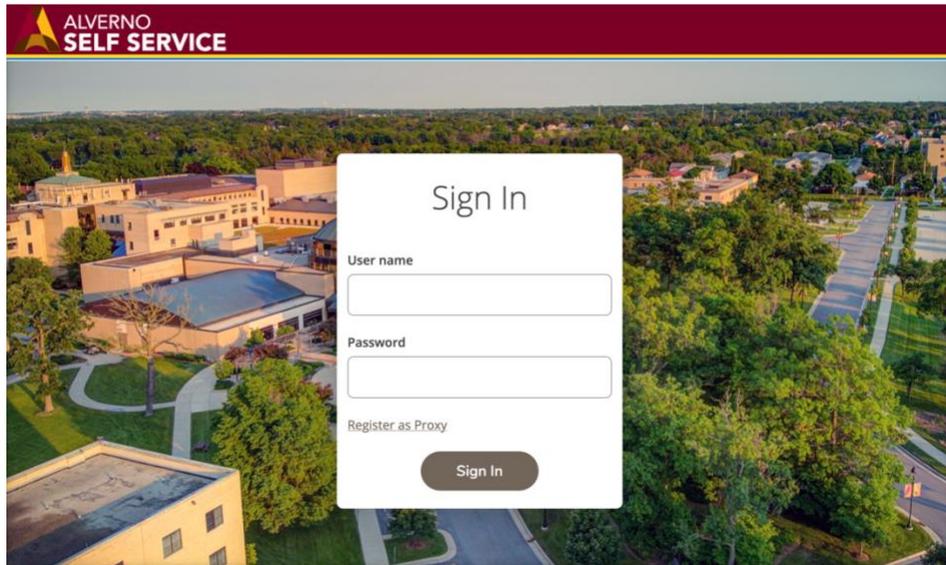


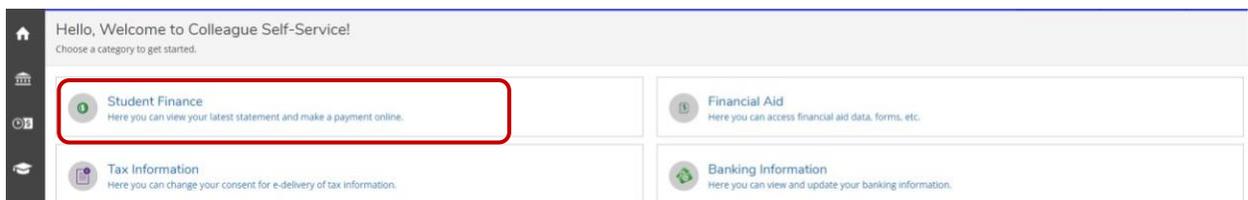
# Download Your Account Statement

The steps below will guide you through this simple process:

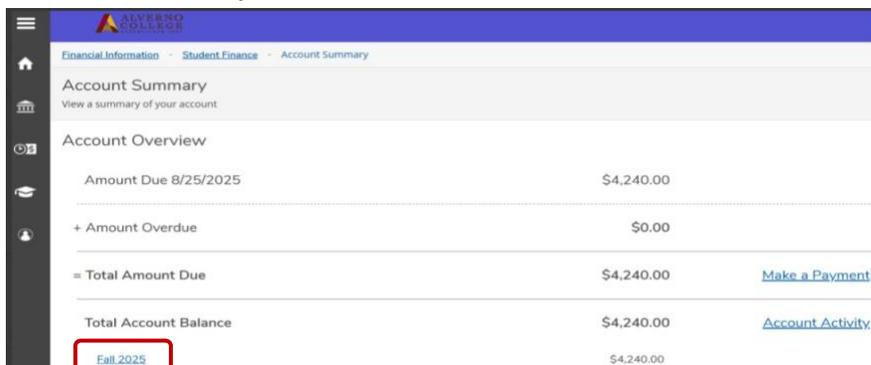
1. **Log in to Self Service** by visiting [alverno.edu/self-service](http://alverno.edu/self-service)
  - a. Use your Alverno username and password. Your username will be your email without the @alverno.edu part. If you have login problems, please submit a ticket by emailing [helpdesk@alverno.edu](mailto:helpdesk@alverno.edu).



2. Click the **Student Finance** tab.



3. Click on the **term** you wish to view the statement for.



4. Then, you can click on **View Statement** to download the PDF.

The screenshot shows the 'Account Activity' page. At the top, it says 'Account Activity' and 'View your Financial Activity'. Below this is a yellow alert box with a warning icon and text: 'Alert: If you have a past due balance and are paying with an online check, your registration hold will be ended in 14 days. Due to federal truth-in-lending regulations, we require all students to acknowledge the Educational Loan Agreement (ELA) every semester they are enrolled regardless of how their tuition is being paid. The ELA can be found under Financial Information in IOL. Note: To view or print a printable version of your statement, click the "View Statement" link on the right side of the Account Activity page.' Below the alert is a dropdown menu for 'Term' set to 'Fall 2025 - Balance: \$4,240.00'. To the right of the dropdown is a blue button with a document icon and the text 'View Statement', which is highlighted with a red rectangle. Below the dropdown are three circular icons: 'Charges \$22,399.00', 'Financial Aid \$16,199.00', and 'Balance \$4,240.00'. Below these icons is a blue button labeled 'Expand All'. At the bottom of the page, there is a grey bar with the text 'Charges' on the left and '\$22,399.00' on the right, followed by a small downward arrow.

Please email [student.accounts@alverno.edu](mailto:student.accounts@alverno.edu) or call 414-382-6262 if you have any questions.