

Student Billing & Payment of Fees

Areas Cover

1. When student bill is available?
2. How student bill is distributed?
3. What if I do not received my student bill?
4. When to pay my student bill?
5. How to pay my student bill?
6. What is the consequence of non-payment of student bill?
7. How to reinstate after termination due to non-payment of student bill?

1. When student bill is available?


- **1st day of Week 3** from the commencement of your trimester/semester.
- **Email notification** would be sent to your UTAR email address to inform you that Student Bill is available for you to print for payment purpose.

2. How student bill is distributed?

You will receive **softcopy** of Student Bill for your duration of study in UTAR. To access your Student Bill:

- (a) Please login to the Student Intranet, and select the ["My Billing"](#) tab.
- (b) You are required to print the **PDF version** of your Student Bill for payment purpose.

2. How student bill is distributed?

- (c) To access the printable version of your [Student Bill](#), click on the PDF icon: 
- (d) You are advised to read the instructions on the Student Bill before paying your bill.
- (e) **Contact** your **Faculty General Office** if you have any queries on your Student Bill.

UTAR Website

Universiti Tunku Abdul Rahman - Windows Internet Explorer

http://www.utar.edu.my/main.jsp

File Edit View Favorites Tools Help

Universiti Tunku Abdul Rahman

UTAR *Contribute to UTAR*

UTAR Roadshow New Courses Course Enquiry

HOME ABOUT UTAR ADMISSION INTERNATIONAL ACADEMIC RESEARCH ICT FACILITIES LIBRARY STUD

Tue, 08 January 2013 09:47:28 AM

UTAR alumnus scores a historic first

The success of an institution and its alumni are greatly intertwined. The success of its alumni is a testament to the premium education provided by the University. Therefore, UTAR is esteemed to have honed West Wong Woon Chieng, a precocious 25 year old bronze medallist in the category 'Mental Arithmetic Flash Anzan' at the famed World Mental Olympics which was held at Antalya, Turkey on 24-25 November 2012.

1 of 12

WHAT'S HOT

Business & Management
Mass Communication
Social Sciences
Chinese Studies

2012
Jan Feb Mar Apr
May Jun Jul Aug

Extended
Counselling Hours
WE open for
YOU everyday

**UTAR
OPINION
POLL**

Orientation Info Sheet for
January 2013 Intake

UTAR Portal Student Email Staff Email Directory Web2 Academic Registry of Link to Calendar Graduates KTAR

Click on UTAR Portal

Internet 100%

Student Intranet Login Screen

UTAR PORTAL - Secure User Login - Microsoft Internet Explorer

File Edit View Favorites Tools Help

Back Forward Stop Refresh Home Search Favorites

Address <https://portal.utar.edu.my/loginPage.jsp>

Staff & Student Portal Login

Please login with your network Username and Password.

Username :

Password :

Login

Your Username is 7 numeric ID number
i.e. 10xxxxx

Your Password is your NRIC number with ' - '
i.e. xxxxxx-xx-xxxx

My Billing Screen

UTAR Intranet - Windows Internet Explorer

https://portal.utar.edu.my/Intranet/default.jsp

File Edit View Favorites Tools Help

myUTAR - The Universit... Festival member chine... Universiti Tunku Abdul ... UTAR Intranet

Home | My Course | My Co-Curriculum | My Account | My Info Gateway | **My Billing** | Log Out

Welcome, Mr. LEONG LIP YAN (05UEB01009) leongly2@mail2.utar.edu.my

Thursday, January 07, 2010

Announcements

Date	Subject
06/01/2010	Notification on Relocating of FS-Faculty General Office
05/01/2010	Training for Professional Development Calendar - January 2010
05/01/2010	Public Speaking Competition (Persk Campus)-Final Round
05/01/2010	Enhanced Student Billing Service
05/01/2010	Workshop on Post Graduate Studies Overseas & in Malaysia

Click on My Billing tab


My Current Billing Screen

Home | My Course | My Co-Curriculum | My Account | My Info Gateway | **My Billing** | Log Out


Welcome, Ms. HELENA CHONG SIEW FAH (0703806508) helenacs1@mail2.utar.edu.my Monday, April 27, 2009

My Current Billing

Please select a *Valid Bill* to make payment to. Please do not pay a *Void Bill*. If you have made a payment, please click on the *Void Bill* link to void the bill.

No.	Session	Billing Type	Reference No.	Amount Due (RM)	Due Date	Status	Select
1	200905	 Existing Student Bill	200905E003260	2,085.00	12 Jun 2009	Valid	<input type="button" value="C"/>

Click on Existing Student Bill to view/print your student bill



You must have a valid online Public e-banking account to proceed.
Once you've clicked "Pay by Public Bank" button, you'll be automatically connected to the online banking log-in screen.
Failure to complete the online transaction will result in your payment being cancelled.

3. What if I do not received my student bill?

- Student Bill will be posted to your Student Intranet in **Week 3** from the commencement of your trimester/semester.
- **Contact** your **Faculty General Office** immediately if you do not received it.

4. When to pay my student bill?

- You are advised to make payment **before payment due date** stated on Student Bill.
- **Payment must be in full.**
- No partial payment.
- No installment payment.

5. How to pay my student bill?



BEFORE Payment Due Date Stated on Student Bill

- (a) Payment at Public Bank Branches
- (b) Payment through Public Bank's Internet Banking Service: www.PBeBank.com.my
- (c) Payment at the Division of Finance, UTAR

(a) Payment at Public Bank Branches

- Present the Student Bill and duly completed [pay-in slip](#) payable to 'Universiti Tunku Abdul Rahman' account no. 3999207316 when making payment. The student bill will be retained by the Bank.
- All cheque/bank drafts/money orders/postal orders should be made payable to 'Universiti Tunku Abdul Rahman'.
- A service fee and commission (where applicable) will be charged per transaction.

Sample of Pay-in Slip

 PUBLIC BANK 大众银行	Bank Pembayar / 付款银行 / Drawee Bank	No. Cek / 支票号码 / Cheque No.	Tempat / 地点 / Place	RM	Amount / 金额 / Amount	SEN
	Tunai / 现款 / Cash				61021	00
<input type="checkbox"/> Visa / 威卡 / Mastercard / 万事达卡	<input type="checkbox"/> Simpanan / 存款 / Deposit					
No. Akaun / 户口号码 / Account No.	31999207316		<input type="checkbox"/> Pengeluaran / 提款 / Withdrawal		<input type="checkbox"/> Konvensional	
No. Nota Pinjaman / 贷款票号码 / Loan Note No.	<input type="checkbox"/> 					
Nama / 姓名 / Name	Universiti Tunku Abdul Rahman					
PUBLIC BANK BERHAD (8454)				Tandatangan Pelanggan / 正印 / Customer's Signature		

(b) Payment through Public Bank's Internet Banking Service

- Log on to www.PBeBank.com.my, a service provided by Public Bank Bhd to their current and savings account holders, for instruction and payment.
- This service is accessible daily from 6.00am to 12.00 midnight.
- A service fee will be charged by the Bank for each successful transaction.
- You are advised to print for your record the 6-digit reference number shown on the confirmation page as receipt reference for successful execution of the internet banking service.

Steps for Payment of Student Bill

Step 1: Log on to 'www.pbebank.com.my'

PUBLIC BANK

Personal Banking /

We Pay

for your bills could be on us!

login here

How do I apply? →
Security policy →
Privacy policy →
PAC →

Latest Scams Alert

Important Notice

Online Share Trading

Express Login

GRAND PRIZE X 10 WINNERS
FREE! 1 YEAR CREDIT CARD BILL WORTH RM20,000
Every RM30 retail purchase is automatically eligible for 1 Grand / Monthly Prize Entry.
RM60 CASH BACK*
For New PB Principal Cardmember

MONTHLY PRIZE X 300 WINNERS
FREE! 1 MONTH CREDIT CARD BILL WORTH RM1,000
Every RM30 retail purchase is automatically eligible for 1 Grand / Monthly Prize Entry.
RM30 CASH BACK*
New PB Supplementary Cardmember Offer

Smartway supermart

ALFRESCO COFFEE BOUTIQUE

LOVE BOUTIQUE

PAID

PAID

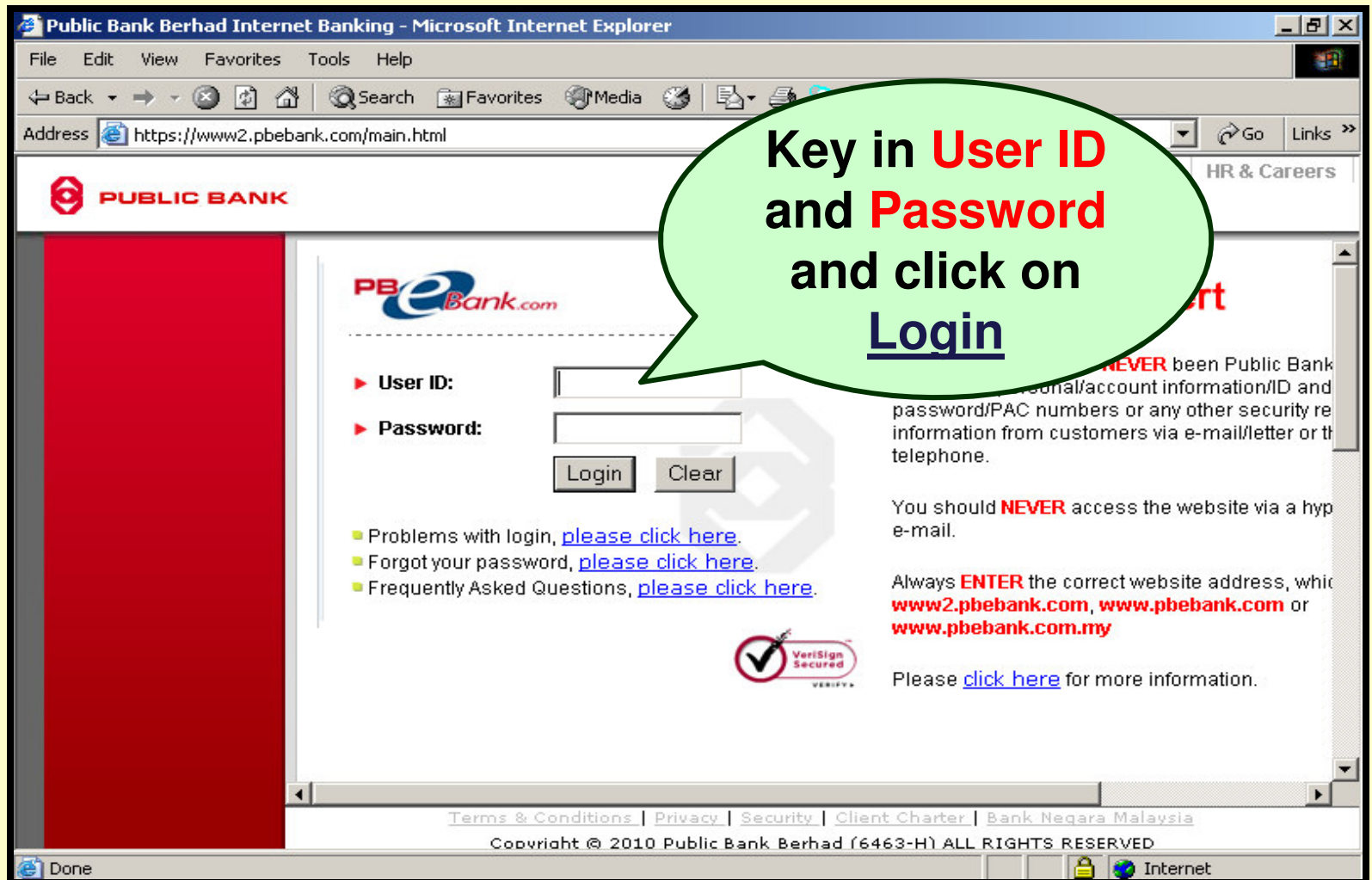
PAID

TOPUP With PBeBank.com

Quick and Easy! Pay bills with PBeBank.com

Important Notice
Notice on Annual Service Fee on Inactive Savings and Current Account

Step 2: Enter 'User ID' and 'Password'



Public Bank Berhad Internet Banking - Microsoft Internet Explorer

Address: <https://www2.pbebank.com/main.html>

PUBLIC BANK

PBeBank.com

▶ **User ID:**

▶ **Password:**

■ Problems with login, [please click here](#).

■ Forgot your password, [please click here](#).

■ Frequently Asked Questions, [please click here](#).

NEVER been Public Bank personal/account information/ID and password/PAC numbers or any other security re information from customers via e-mail/letter or th telephone.

You should **NEVER** access the website via a hyp e-mail.

Always **ENTER** the correct website address, whic **www2.pbebank.com**, **www.pbebank.com** or **www.pbebank.com.my**

Please [click here](#) for more information.

VeriSign Secured

Terms & Conditions | Privacy | Security | Client Charter | Bank Negara Malaysia

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Done Internet

Step 3: Click 'Payment/Recharge'

Public Bank Berhad Internet Banking - Microsoft Internet Explorer

File Edit View Favorites Tools Help

Back Forward Stop Home Search Favorites Media

Address <https://www2.pbebank.com/ebanking/appbb/servlet/BxxxServlet?RDOName=BxxxAuth&MethodName=login> Go Links

PUBLIC BANK PB eBank.com

Click on Payment / Recharge

Public Bank Berhad
CHIN ERN
May-2010 11:27:10

New messages in your Mailbox.
[Click here](#) to view your Mailbox.

IMPORTANT ANNOUNCEMENT!

- As part of our continuous effort to provide additional service to our clients, we have availed the daily market performance report, stock updates, economic views and market outlook in the Equity Research. To access, kindly click on the Equity Research link located on the left menu.
- For existing online share trading customer, kindly click on the Share Trading link to get the full access to Equity Research and free real-time stock prices.
- For non-online share trading customer, please contact our Share Investment Business Centre at 03-2176 6003/ 6528 during office hours.

[Terms & Conditions](#) | [Privacy](#) | [Security](#) | [Client Charter](#) | [Bank Negara Malaysia](#)

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Home Internet

Step 4: Click 'To Open Bills'

The screenshot shows the Public Bank Internet Banking interface in Microsoft Internet Explorer. The browser's address bar displays the URL: <https://www2.pbebank.com/ebanking/appbb/servlet/BxxxServlet?RDOName=BxxxAuth&MethodName=login>. The page header includes the Public Bank logo and the PBeBank.com logo. A left-hand navigation menu is visible, listing various services such as Remittance, Payment/Recharge, Credit/Debit Card Payment, Loan/Financing Payment, Bill Payment, and Other Payment. The 'Bill Payment' section is expanded, showing options like 'To Open Bills', 'To Registered Bills', 'Bill Registration and Maintenance', and 'Other Payment'. A green callout box with a black border points to the 'To Open Bills' option, containing the text: **Click on To Open Bills under Bill Payment**. The main content area of the page displays a welcome message for 'Ms LAU CHIN ERN', her last login time (10-May-2010 13:05:00), and a notification that there are no new messages in the mailbox. Below this, there is a section for 'Equity Research' with a list of bullet points providing instructions for existing and non-online share trading customers. The footer of the page contains links for 'Terms & Conditions', 'Privacy', 'Security', 'Client Charter', and 'Bank Negara Malaysia', along with the copyright notice: 'Copyright © 2010 Public Bank Berhad (6463-H) ALL RIGHTS RESERVED'. The browser's status bar at the bottom shows the current page title as 'Payment to Other Credit/Debit Card Account' and the Internet Explorer logo.

Step 5: Select 'UTAR-Bill Payment'

Public Bank Berhad Internet Banking - Microsoft Internet Explorer

Address: <https://www2.pbebank.com/ebanking/appbb/servlet/BxxxServlet?RDOName=BxxxAuth&MethodName=login>

PUBLIC BANK **PB eBank.com**

Page Identifier : pb41300

Bill Payment - Select Payee Corporation

Step 1 of 4 - Fill in the fields

Corporation Code: --Select--

- Syarikat Bekalan Air Selangor Sdn Bhd (SYABAS)
- Syarikat SESCO Bhd
- TIME dotNet Berhad
- TMNet
- TT dotCom Sdn Bhd
- Telekom Malaysia Berhad (TMB)
- Tenaga Nasional Berhad(TNB)
- UTAR-Bill Payment**
- UTAR-Loan Payment
- United Parcel Service Sdn Bhd
- Yayasan Pelajaran J...

Note :

- This feature is only available to registered bill payees.
- You shall adhere to the terms and conditions of the respective bills. This feature should not be used for settling utility bills or other charges levied by the Payee Corporation.
- Transaction amount is unlimited. However, the amount is subject to approval from the Public Bank.
- Bill Payment accepted are subject to the Public Bank's approval.
- You shall allow at least three (3) business days for bill payment processing.

Select UTAR-Bill Payment from Corporation Code

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Bill Payment (Open)

Step 6: Select 'From Account' & Enter 'Bank Reference 1 & 2'

Step 2 of 4 - Fill in the Fields

From Account:

Corporation Code: 2910 - UTAR-Bill Payment

Bank Reference 1:

Bank Reference 2:

Click on Next

Note:
• A security code known as PBeBank.com Authentication Code (PAC) is used when p... risk transactions. [Click here for more details](#)

1. Select **Account** to do payment
2. Key in **Bank Reference 1** and **Bank Reference 2**

UTAR UNIVERSITI TUNKU ABDUL RAHMAN
Wholly owned by UTAR Education Foundation (C...
P.O. Box 11384, 50744 Kuala Lumpur

STUDENT BILL

Name of Student <Sample>

Bank Ref (1) LCR0080277428
Bank Ref (2) U1001E008314120210

2009/10 ACADEMIC YEAR
BACHELOR OF ARTS (HONS) CHINESE STUDIES

Unit Code	Unit Title
UAMG1033	MASS MEDIA AND SOCIETY
UASC2043	SELECTED TEXTS FROM HAN, WEI AND SIX DYNASTIES
UASC2053	CLASSICAL CHINESE NOVELS
UASC2073	MODERN CHINESE LANGUAGE
UASC2083	BOOK OF ODES

Step 7: Click 'Request PAC Now'

Bill Payment - Confirm Payment

Step 3 of 4 - Confirmation

From Account	1234567890	(Savings)
Corporation Code	2910	
Corporation Name	UTAR-Bill Payment	
Student Name	XXXX XXX XXX	
Student's Registration Number		
Student's I/C	XXXX XXX XXX	
Academic Year Intake	2012/13	
Current Year	1	
Current Semester	1	
Course	BT	
Due Date of Payment	2012-05-04 00:00	
Bank Reference 1	ABC93032014619038	
Bank Reference 2	U1205N002673	
Total Amount (RM)	5,874.00	
Service Charge (RM)	1.00	

[Back](#) [Cancel](#) [Request PAC Now](#) [Confirm](#)

Click on [Request PAC Now](#)

Step 8: Enter 'PAC' number & Click 'Confirm'

Bill Payment - Confirm Payment

Step 3 of 4 - Confirmation

PAC Serial No	CJ2466762
PAC	<input type="text"/>
From Account	1234567890 (S)
Corporation Code	2910
Corporation Name	UTAR-Bill Payment
Student Name	XXXX XXX XXX
Student's Registration Number	XXXX XXX XXX
Student's I/C	XXXXXX-XX-XXXX
Academic Year Intake	2012/13
Current Year	1
Current Semester	1
Course	BT
Due Date of Payment	2012-05-04 00:00:00
Bank Reference 1	ABC93032014619038
Bank Reference 2	U1205N002673
Total Amount (RM)	5,874.00
Service Charge (RM)	1.00

Enter PAC number

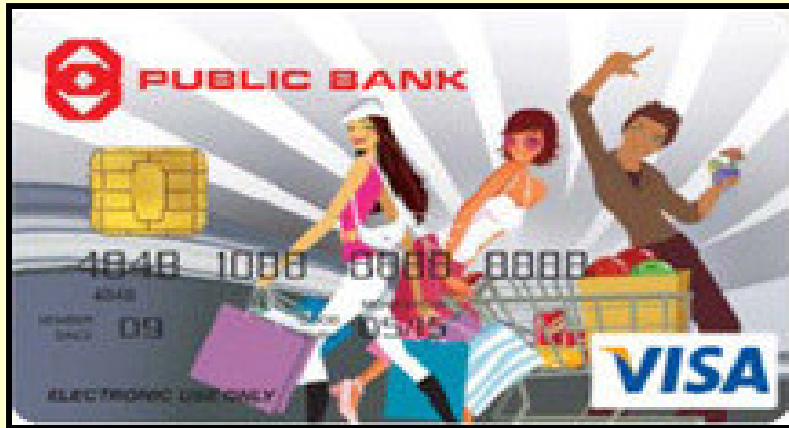
Click on Confirm

Step 9: Print for your record the 6-digit reference number shown on the confirmation page as receipt reference.

(c) Payment at the Division of Finance, UTAR

- Present your Student Bill when making payment.
- All cheque/bank drafts/money orders/postal orders should be made payable to 'Universiti Tunku Abdul Rahman'.
- Public Bank credit cards and debit cards (including PB Day2Day Card) are accepted for payment of Student Bill.
- Payment in cash will not be accepted.

Pay Student Bill by PB Day2Day Card



- The retail purchase limit is defaulted at RM2,000 for accumulated purchase per day.
- If your Student Bill is more than RM2,000, please change your 'Retail Purchase Limit' 24 hours (1 working day) before making payment.

Steps to Change Your PB Day2Day Card Retail Purchase Limit

STEP 1 - Go to PBB ATM machine

STEP 2 - Select "OTHER SERVICES"

STEP 3 - Select "MORE SERVICES"

STEP 4 - Select "MORE SERVICES" again

STEP 5 - Select "CHANGE DAILY RETAIL PURCHASE
LIMIT"

Steps to Change Your PB Day2Day Card Retail Purchase Limit

STEP 6 - Select the limit you needed to change

- Limit can be set from RM 0 - RM 10,000.00
- This change requires 24 hours to activate

STEP 7 - ATM machine shows “REQUEST IS
ACCEPTED”

Press “CANCEL” to return your card

***Note: After you have change your ‘retail purchase limit’ at
ATM machine, you can only use your PB Day2Day
Card to pay the bill on the next working day.***

5. How to pay my student bill?

AFTER Payment Due Date Stated on Student Bill

- Payment can be made at the Division of Finance only.
- A late payment charge of RM10.00 per week will be imposed and for reinstatement of study arising from termination by the University due to non-payment of trimester/semester fees, a reinstatement fee of RM100.00 will be charged.

6. What is the consequence of non-payment of student bill?

You will be terminated by the University if you did not pay your student bill by:

- (a) 5th day of Week 5 for Short Trimester/Semester* **or**
- (b) 5th day of Week 6 for Long Trimester/Semester*
from the Commencement of each trimester/semester.

Letter of Termination will be issued by the **Department of Admissions and Credit Evaluation.** Email notification will be sent to **your UTAR email address.**

7. How to reinstate after termination due to non-payment of student bill?

- You may apply for reinstatement.
- A new student bill will be issued to you by the **Department of Admissions and Credit Evaluation.**
- You are required to pay the following fees stated on the bill:
 - (a) **Course fee of the trimester/semester**
 - (b) **Late payment charge of RM10.00 per week**
 - (c) **Reinstatement fee of RM100.00**

Q & A

Thank You