

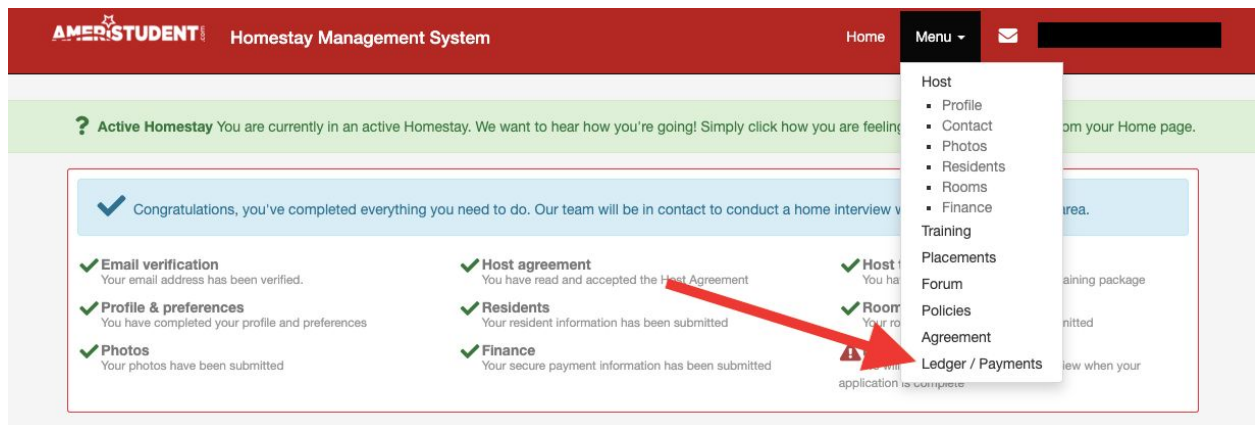


Viewing Your Ledger and Stipend Payments in HMS

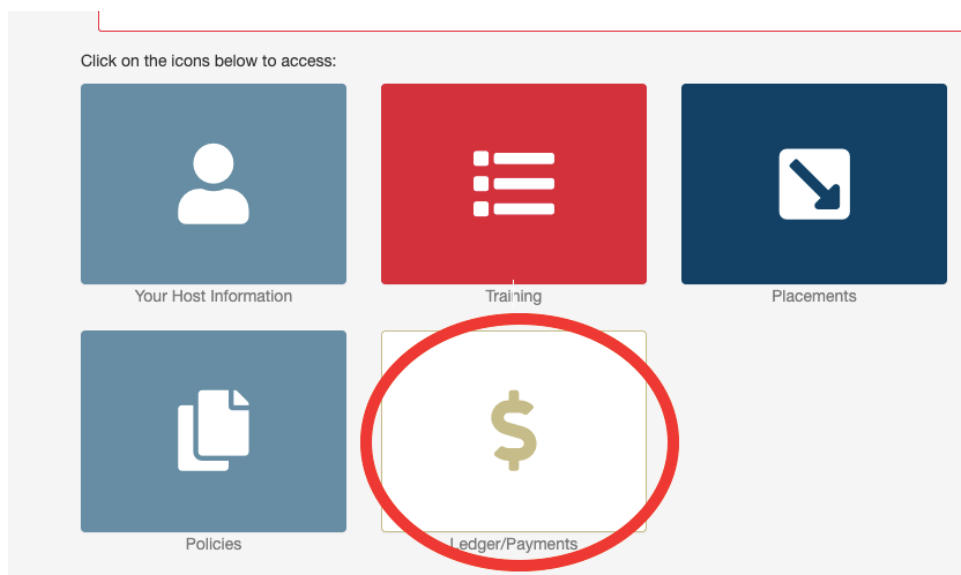
First, log in to your personal HMS Account.

From the top - click on "Menu".

Then choose "Ledger/Payments".



You can also locate the ledger from your dashboard by clicking the white "Ledger" tile.





You can now view each of your stipend payments.

The ledger details:

- The date the stipend was issued.
- What dates the stipend covers.
- The amount of each stipend.
- Any adjustments that were made due to past overpayments, a student staying with a temporary host for a time period, etc.

Ledger

Quotes/Invoices

Reference	Items	Dates	For	Total Owning	Paid	Adjustments	Due
I-00000503 Quote # Q-00000566	Weekly fee (14 nights) - \$619.05 \$ 1300 Annual High School Standard 2019-2020	Raised: Aug 26, 2019 Payment: Aug 27, 2019	AME Student A - Host B Aug 18, 2019 - Sep 01, 2019	619.05	619.05	0.00	0.00
I-00000777 Quote # Q-00000854	Weekly fee (14 nights) - \$619.05 \$ 1300 Annual High School Standard 2019-2020	Raised: Sep 16, 2019 Payment: Sep 16, 2019	AME Student A - Host B Sep 01, 2019 - Sep 15, 2019	619.05	619.05	0.00	0.00
I-00000916 Quote # Q-00000945	Weekly fee (14 nights) - \$619.05 \$ 1300 Annual High School Standard 2019-2020	Raised: Sep 23, 2019 Payment: Sep 23, 2019	AME Student A - Host B Sep 15, 2019 - Sep 29, 2019	619.05	619.05	0.00	0.00
I-00001048 Quote # Q-00001139	Weekly fee (14 nights) - \$619.05 \$ 1300 Annual High School Standard 2019-2020	Raised: Oct 07, 2019 Payment: Oct 07, 2019	AME Student A - Host B Sep 29, 2019 - Oct 13, 2019	619.05	619.05	0.00	0.00
I-00001281 Quote # Q-00001333	Weekly fee (14 nights) - \$619.05 \$ 1300 Annual High School Standard 2019-2020	Raised: Oct 21, 2019 Payment: Oct 21, 2019	AME Student A - Host B Oct 13, 2019 - Oct 27, 2019	619.05	619.05	0.00	0.00
Total				3,095.25	3,095.25	0.00	0.00

If you would like a printed invoice for each payment, just click on the individual invoice.

Ledger

Quotes/Invoices

Reference	Items	Dates	For	Total Owning	Paid	Adjustments	Due
I-00000503 Quote # Q-00000566	Weekly fee (14 nights) - \$619.05 \$ 1300 Annual High School Standard 2019-2020	Raised: Aug 26, 2019 Payment: Aug 27, 2019	AME Student A - Host B Aug 18, 2019 - Sep 01, 2019	619.05	619.05	0.00	0.00
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Total				3,095.25	3,095.25	0.00	0.00



You will now have an invoice and the option to print.

Ledger

I-00000777 X Close

AmeriStudent - San Francisco
214 W Grand Ave.
Grover Beach, CA 93433 US
703429902

Telephone: 1(877)385-8425
Email: info@ameristudent.com


Number: Invoice #I-00000777
Issue date: Sep 16, 2019
Placement period: Sep 01, 2019 - Sep 15, 2019

AMERISTUDENT

Product: 1300 Annual High School Standard 2019-2020

Description/Comments	Unit Price	Amount
Weekly fee	\$619.05	\$619.05

Subtotal	\$619.05
Total	\$619.05
Less payment Sep 16, 2019	\$619.05
Amount due	\$0.00

 Print 