How To:

Find Bursar Bill and other Financials/Tuition on CheckMarq
Accessing CheckMarq

- To find your Bursar Bill or other Financial Records associated with Marquette, you must sign into CheckMarq (https://checkmarq.mu.edu) using your username and password (not the same as your Marquette email).
Accessing Bursar

1. You will see a ‘Quick Links’ box on the homepage of your CheckMarq account.

2. Click on the Bursar tab.

3. Under the Bursar tab, you will find “View e-bill statements”.

Quick Links

- View bursar account summary
- View bursar account activity
- View e-bill statements
- Make a payment

- View 1098-T tax information form
- Learn about the Marquette Monthly Payment Plan
- Sign up for direct-deposit refunds or student payroll
- View the payment policy

Academics | Financial Aid | Bursar | Guest Access | MCAN | Before Leaving MU
Then, you will see your Electronic Billing Statements. The billing statements are listed in descending order.

Click “Show Bill” to see your invoice.
Your Bill will open in a separate tab.
Making a Payment

Marquette accepts the following methods of payment for your bursar account:

• Cash, check, cashier's check, certified funds or money order.

• **Electronic payment (E-Check) —** Payments may be made online through the Marquette Central Web site via direct debit from a checking or savings account. There is no additional charge for this service. Please note that debit cards cannot be used for this method of payment. Checking or savings routing and account numbers are required.

• **Credit/Debit card —** Marquette does not accept credit or debit cards directly. As a convenience to you, this option is available through a third-party provider. Payment may be charged to a Visa, MasterCard, American Express or Discover. This service is outsourced to a third party and may be accessed through the link on our Web site or by calling (866) 893-4518. The service fee for using this option is variable depending on the amount of the charge. This system alerts the user to the service fee before they are asked for their credit or debit card information. *Note:* Refunds resulting from a credit card payment will be refunded back to the credit card used.

• **International Wire Transfers —** Marquette University now offers a streamlined way to make international education payments administered through peerTransfer/flywire. peerTransfer/flywire enables international students to pay in their home currency. To learn more view a video on peerTransfer/flywire [here](#).
Making a Payment, cont.

- **Mail** checks made payable to Marquette University to:
  Marquette University - Office of The Bursar
  P.O. Box 1881
  Milwaukee, WI 53201-1881
  Be sure to include your Marquette ID number on the payment to assure proper processing.

  *Note*: If you use a “Bill Pay” option through your bank your payment must be submitted as a physical check. If it is transmitted as an ACH (electronic) payment it will be returned back to the sender, which would delay receipt of your payment.

- **Express Mail (FedEx/UPS):**
  Make checks payable to Marquette University
  Marquette University - Office of The Bursar
  1250 W Wisconsin Ave, Suite 121
  Milwaukee, WI 53233
  Be sure to include your Marquette ID number on the payment to assure proper processing.
  Deliveries can only be received during business hours, Monday through Friday, 8:00 a.m. to 4:30 p.m.