

How do I get a fees receipt TCD?

For more information go to [How Do I Pay My Fees? - Academic Registry - Trinity College Dublin](#)

How do I get a receipt?



Students can generate their fees receipt themselves. You can do this by logging in to your my.tcd.ie and clicking the plus tab and then click 'My Finance'.



On the 'My Finance' page click the 'your financial statement' tab.

My Finance



On this page click 'View Full Statement'.

Statement

The below sections summarise your fees balance. By selecting View Full Statement you will be able to see a breakdown of your balance, download an invoice, make fees payment and download your payment receipts.

Fees being processed

Type	Amount
Pending Fees	€ XXXX

Pay Online

Pay by EFT

Your Balance

Balance	Date Calculated
€ 0.00	XXXX

View Full Statement

Add Employer Details

From this page to generate your receipt you need to:

- In statement type, click 'all transactions'
- In years, click the year you wish to generate a receipt for. In transaction type, click 'payment receipt'
- Below you will see your receipt and to access it just click **download** under the actions heading
- This will open a new page with your payment receipt. This can be printed out and/or saved as a PDF

Student Fee Statement

Below you will find your college fee transactions.

You can use the search function below to search for particular transactions or years.

Please note that payments that you have made may take a few days to appear on your statement.

Statement Type All Transactions

Years Choose Option

Transaction Type Payment Receipt

Apply

Tuition Transactions

Below you will find your college fee transactions.

You can use the search function below to search for particular transactions or years.

Please note that payments that you have made may take a few days to appear on your statement.

Balance: € 0.00 Outstanding

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