


## Finance – Reliance Academy

- I. Check my payment record
  - a. Log into <http://cms.reliance.edu.my:9018> with your user name and password
  - b. Click Finance > Payment History
  - c. Your pending payment will have a “Pending” status. Amount will be shown in the Balance column.
  - d. All your receipts can be printed by clicking on the  button

### II. Cash

Please go to the Bursary counter at the college reception or library with your cash. You are able to make cash payment at the bursary from 9am to 1pm and 2pm to 5pm. Please insist that you get a printed copy of your receipt once you have made cash payment.

### III. Cheque

Please issue cheque to Reliance Academy Sdn Bhd. Also please write down your Name, Student ID and Contact number at the back of the cheque.

If you are bank in the cheque into Reliance Academy CIMB Bank account, please email the bank in slip to our email [fa@reliance.edu.my](mailto:fa@reliance.edu.my) stating your Name, Student ID and Contact number. Failing which, we will not be able to identify your payment.

### IV. Bank Draft

Please issue bank draft to Reliance Academy Sdn Bhd. Also please write down Student Name, ID and Contact number at the back of the bank draft.

If you bank in the bank draft into Reliance Academy CIMB Bank account, please email the bank in slip to our email [fa@reliance.edu.my](mailto:fa@reliance.edu.my) together with Name, Student ID and Contact number. Failing which, we will not be able to identify your payment.

### V. Bank Transfer

Please transfer to Reliance Academy Sdn Bhd. Please email the transfer slip to our email [fa@reliance.edu.my](mailto:fa@reliance.edu.my) together with your Name, Student ID and Contact number.

### VI. Credit Card

Please go to the Bursary counter at the college reception or library with your credit card. You are able to make credit card payment at the bursary from 9am to 1pm and 2pm to 5pm. Please insist that you get a printed copy of your receipt once you have made a credit card payment.

VII. **Reliance Academy Bank Account**      **Reliance Academy Sdn Bhd**  
Name: **Reliance Academy Sdn Bhd**  
CIMB Bank Bhd: **8006998320**

Remarks: For Reliance Academy student in KL, PN and JB branch please make the payment to CIMB Bank Account.

VIII. **Email : fa@reliance.edu.my**