

CIVICA

Transforming the way you work

A comprehensive finance solution designed especially for schools

CE Finance & Billing



The Civica Finance solution allows you to operate more effectively and efficiently, giving you complete peace of mind around your billing and finance requirements.

Core benefits

Flexibility around debtor account management

Cater for complex fee paying arrangements.

Automated billing processes

Save processing time by reducing administration and minimising errors.

Streamlined finance processes

Import data from other systems or your bank and process in bulk.

Error correction made easy

Provided with tools to identify and correct processing errors.

Better informed decision making

Access all historical financial data for enquiry and reporting.

Functional features of our finance solution

Billing:

- **Personalised approach:** user configurable dashboards and views
- **Debtor accounts:** flexible approach to assign account holders and students to debtor accounts
- **Billing subjects:** configure one or more charges for timetabled subjects
- **Billing templates:** configure flexible templates to cater for complex fee structures
- **Billing batches:** automated generation of invoices and discounts, with improved management of existing batches
- **Enrolment deposit refunds:** automated generation of credit notes for refundable deposits
- User configurable fields for debtor accounts and billing students

Finance:

- **Time saving automations:** bulk receipting, bank reconciliation, payment cycles, payroll interface and online payments
- **Scheduling for financial reports:** reports can run unattended
- **Full finance functionality:** general ledger, accounts receivable, accounts payable, fixed assets, purchase orders
- Enterprise finance solution with the option to manage multiple financial entities
- Dynamic integration with Billing component
- Integrated with Purchase Requisitions in Teacher Toolkit
- Processing in multiple financial periods / years
- Simple error corrections for transactions eliminate the need for manual correcting journals

Streamlined finance processes



The screenshot displays a software interface for 'Debtor Inquiry' at 'McCallum High School'. The window title is 'A10 - Debtor Inquiry - McCallum High School - mary99 - A172'. The interface includes navigation buttons (Reselect, First, Previous, Next, Last, Detail, Extract, Help, Exit) and a search bar. The main content area shows details for Debtor Code '10344', 'Lang Family', with 3 students and an 'Active' status. There are tabs for 'Ledger', 'Address / Balance', 'Debtor Info', 'Billing', 'Reporting', and 'Alternate Addresses'. The 'Address / Balance' tab is active, showing mailing salutation 'Mr & Mrs Lange', address '7 Currawong Way', city 'THORNIE', state 'WA', post code '6108', and country 'Australia'. Contact information for 'Shannen Lang' is also displayed, including phone, mobile, fax, and email. Below this is a table of students:

Student	First Name	Surname	Roll Group	DOB	Gender	Year	Status
1233	Iris	Lang	M3L	03/03/2003	F	Y09	Current
1234	Liana	Lang	M3L	19/08/2001	F	Y10	Current
1235	Reneae	Lang	M3L	15/07/2000	F	Y11	Current

At the bottom, there are two balance sections: 'Billing Balance' and 'Voluntary Balance'. The Billing Balance shows a current amount of 14520.00 and various overdue amounts. The Voluntary Balance shows a current amount of 0.00 and various overdue amounts.

Easy to manage debtor accounts.