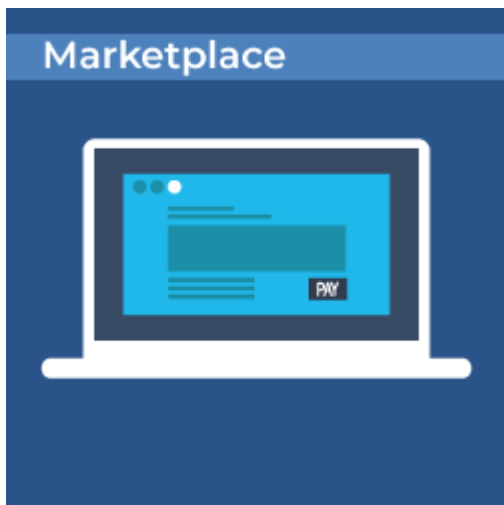


## **Payment Resource Center** <sup>[1]</sup>

Learn how to look up payment status for invoices, reimbursements, and study subjects -- using CU Marketplace, the Finance System, Concur, and CU-Data.

*Need access to these systems? Check out our [Access and Training Requirements guide](#) <sup>[2]</sup>.*



<sup>[3]</sup>

### **Transactions Processed in CU Marketplace**

#### **Looking Up Invoices** <sup>[3]</sup>

Look up invoices (vouchers) in CU Marketplace to see payment status and invoice images.



## Payments Processed on Paper Forms

[4]

### Looking Up PA and NRI Forms

[4]



[5]

Look up Payment Authorization (PA) and Non-Employee (NRI) forms using the Finance System.

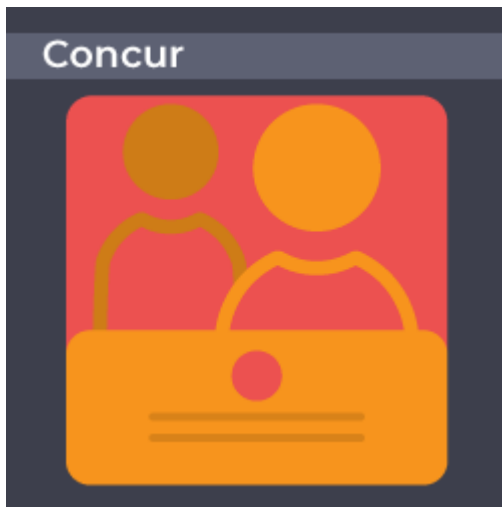
### Looking Up Study Subject Payments

[5]

Look up payments processed on the Study Subject Payment (SSP) form using CU-Data.

## Looking Up Reimbursements Processed in Concur

## Reimbursements to Non-Employees

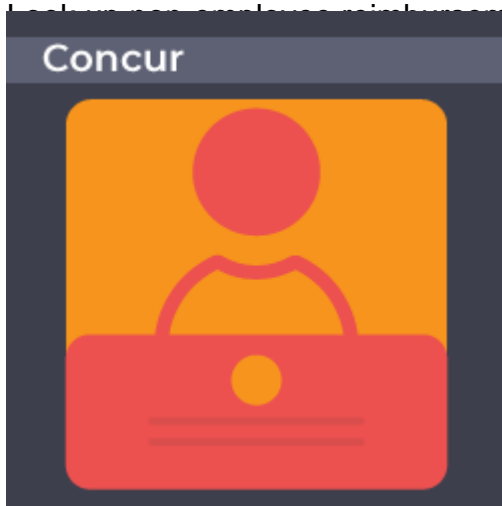


## Reimbursements to Employees

[6]

### Looking Up Non-Employee Reimbursements [6]

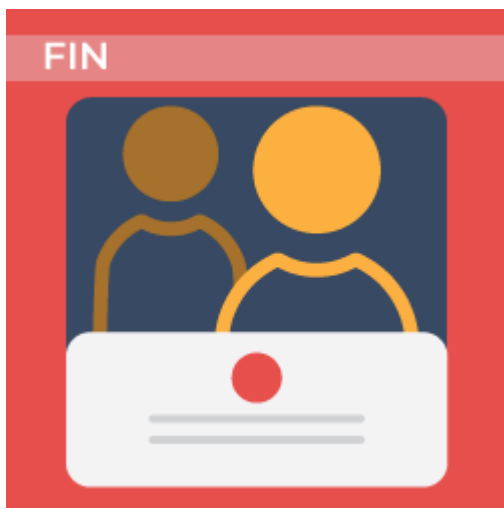
Look up non-employee reimbursements in Concur if you processed the reimbursement



[7]

### Looking Up Employee Reimbursements [7]

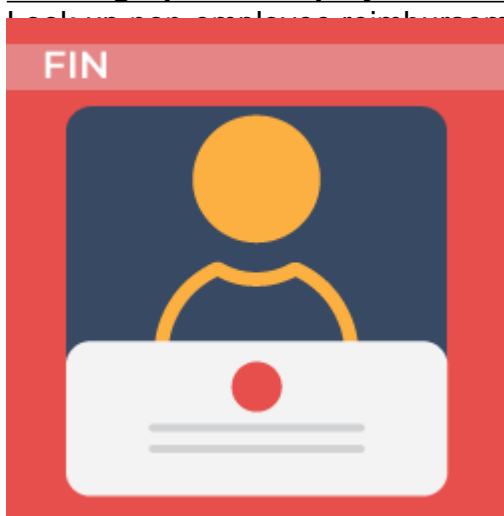
Look up employee reimbursements in Concur if you are the employee seeking reimbursement, or the employee's expense delegate, or the employee's approver.



[8]

### **Looking Up Non-Employee Reimbursements** [8]

Look up non-employee reimbursements in the Finance System if you were not the reimbursement or if you want details about the payment.



[9]

### **Looking Up Employee Reimbursements** [9]

Look up employee reimbursements in Concur if you are not the employee seeking reimbursement, or the employee's expense delegate, or the employee's approver.

#### **Groups audience:**

Procurement Service Center

**Source URL:** <https://www.cu.edu/psc/training/payment-resource-center>

## Links

- [1] <https://www.cu.edu/psc/training/payment-resource-center> [2] <https://www.cu.edu/psc/policies/access-training-requirements> [3] <https://pschelp.cu.edu/s/article/Payment-Status-Looking-Up-Marketplace-Invoices> [4] <https://pschelp.cu.edu/s/article/Payment-Status-Looking-Up-PAs-and-NRIs-in-FIN>
- [5] <https://pschelp.cu.edu/s/article/Payment-Status-Looking-Up-SSPs-in-CU-Data>
- [6] <https://pschelp.cu.edu/s/article/Payment-Status-Looking-up-Non-Employee-Reimbursements-in-Concur>
- [7] <https://pschelp.cu.edu/s/article/Payment-Status-Looking-Up-Employee-Reimbursements-in-Concur>
- [8] <https://pschelp.cu.edu/s/article/Payment-Status-Looking-Up-Non-Employee-Reimbursements-in-FIN>
- [9] <https://pschelp.cu.edu/s/article/Payment-Status-Looking-Up-Employee-Reimbursements-in-FIN>