



**FIJI REVENUE AND
CUSTOMS SERVICE**

Taxpayer Online Service (TPOS) User Guide



**Student Loan
Statement**

Version: 1

Date: 30-05-2022



Table of Contents

Basic Information	3
Student Loan Statement generated by Taxpayer.....	3
Log-In	3
Loan Statement	5
Student Loan Statement generated by Tax Agent.....	8



Basic Information

A **'Student Loan Statement'** will contain and display disbursements, repayments and running balance on the account of a student who has been issued with the loan. Such students can view and download their loan statement using the **"Student Loan Statement"** functionality available within the **"Student Loan"** menu under the **"Requests"** tile.

This user manual details the step by step process of viewing and downloading the student loan statement.

Student Loan Statement generated via TPOS

Log-In

- You need to access the FRCS Portal via public link
<https://tpos.frcs.org.fj/taxpayerportal#/Logon>.

FIJI REVENUE AND
CUSTOMS SERVICE

Log In

User ID [⬆]
MPATHAK85

Password [⬆]

LOG IN

Forgot your Password? [Click here](#)
[Help](#)

New User?
SIGN UP

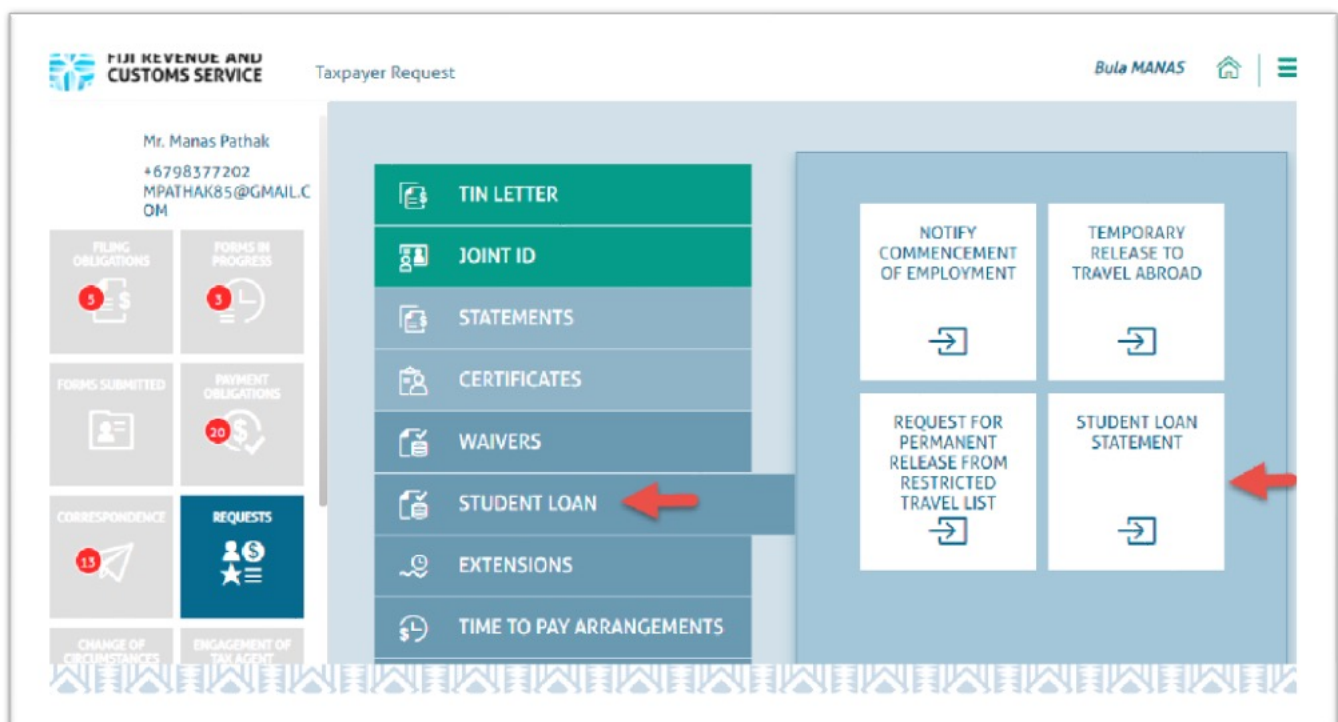
- After entering this URL, Taxpayer Portal will be displayed where you need to click on login button after entering valid user credentials.



After a successful login to the dashboard, the following tiles will be available from which you are required to select the **"Requests"** tile.



- After clicking on **"Requests"** tile, a list of various taxpayer request applications will be displayed.
- You need to click on the **'Student Loan'** tab which will display further tiles to select.
- To view the Loan Statement, you will click on the **"Student Loan Statement"** tile.
- Only individual taxpayers and their Tax Agents are able to see the **"Student Loan Statement"** tile.



- 
FII REVENUE AND CUSTOMS SERVICE


 If you need any information about Taxation, please visit the FRCS website clicking here

Bula **MANAS**



Mr. Manas Pathak

*6798377202

MPATHAK85@GMAIL.COM


 FILING OBLIGATIONS


 FORMS IN PROGRESS


 FORMS SUBMITTED


 PAYMENT OBLIGATIONS


 CORRESPONDENCE


 REQUESTS


 CHANGE OF


 ENGAGEMENT OF

STUDENT LOAN STATEMENT

Taxpayer Identification Number*

Loan/Scholarship*

Select
 

Date	Description	Amount(FJD)	Balance(FJD)
		DOWNLOAD EXCEL 	DOWNLOAD PDF 

- 
FIJI REVENUE AND CUSTOMS SERVICE


 If you need any information about Taxation, please visit the FRCs website clicking here

Bula MANAS



Mr. Manas Pathak
 +6798377202
 MPATHAK85@GMAIL.COM

FILING OBLIGATIONS


FORMS IN PROGRESS


FORMS SUBMITTED


CORRESPONDENCE


CHANGE OF


13



20







STUDENT LOAN STATEMENT

Taxpayer Identification Number[®] Loan/Scholarship[®]

Select

LOAN000000000000000020210421000001

Date	Description	Amount(FJD)	Balance(FJD)
DOWNLOAD EXCEL  DOWNLOAD PDF 			



- After selecting the required ID, Loan Statements will be displayed with the following information:

- Transaction Date.
- Description of the transaction.
- Amount (FJD) with 'DR' and 'CR' indicators and
- Running balance (FJD).

Mr. Manas Pathak
+6798377202
MPATHAK85@GMAIL.COM

STUDENT LOAN STATEMENT

Taxpayer Identification Number* 0000000000 Loan/Scholarship* LOAN0000000000000002...

Date	Description	Amount(FJD)	Balance(FJD)
12/05/2021	Allowance	50,000.00 CR	50,000.00 CR
12/05/2021	Tuition	35,000.00 CR	85,000.00 CR
12/05/2021	Incoming Payment	500.00 DR	84,500.00 CR

DOWNLOAD EXCEL DOWNLOAD PDF

- You can download the current displayed loan statement in PDF or spreadsheet format.
- To download the statement in PDF format, you need to click on '**Download PDF**' button.

Mr. Manas Pathak
+6798377202
MPATHAK85@GMAIL.COM

STUDENT LOAN STATEMENT

Taxpayer Identification Number* 0000000000 Loan/Scholarship* LOAN0000000000000002...

Date	Description	Amount(FJD)	Balance(FJD)
12/05/2021	Allowance	50,000.00 CR	50,000.00 CR
12/05/2021	Tuition	35,000.00 CR	85,000.00 CR
12/05/2021	Incoming Payment	500.00 DR	84,500.00 CR

DOWNLOAD EXCEL DOWNLOAD PDF

Student Loan Letter.pdf Show all



- Loan Statement download in PDF format:

Please address all correspondence to:
The Chief Executive Officer
Fiji Revenue and Customs Service
Private Mail Bag Suva Fiji
T +679 324 3000 F +679 331 5537
info@frcs.org.fj frcs.org.fj

 **FIJI REVENUE AND
CUSTOMS SERVICE**

Student Loan Statement

TIN 0000000000 Requested by MANAS PATHAK
Name MANAS PATHAK Issued on 14/05/2021
Loan/Scholarship ID 29000346353000 Issued at 01:19:38 AM
Address New Street
Levuka-Tikina
Fiji
Phone 8377202

Transaction Date	Description	Amount (FJD)	Balance (FJD)
12/05/2021	Allowance	50,000.00 CR	50,000.00 CR
12/05/2021	Tuition	35,000.00 CR	85,000.00 CR
12/05/2021	Incoming Payment	500.00 DR	84,500.00 CR

- To download the statement in spreadsheet format, you need to click on '**Download Excel**' button.

 **FIJI REVENUE AND
CUSTOMS SERVICE**

If you need any information about taxation, please visit the FRLS website clicking here

Bula MANAS

Mr. Manas Pathak
+6798377202
MPATHAK85@GMAIL.COM

STUDENT LOAN STATEMENT

Taxpayer Identification Number[®] 0000000000 Loan/Scholarship[®] LOAN000000000000002...

Date	Description	Amount(FJD)	Balance(FJD)
12/05/2021	Allowance	50,000.00 CR	50,000.00 CR
12/05/2021	Tuition	35,000.00 CR	85,000.00 CR
12/05/2021	Incoming Payment	500.00 DR	84,500.00 CR

 **DOWNLOAD EXCEL**  **DOWNLOAD PDF**

Studentloanstate...xlsx

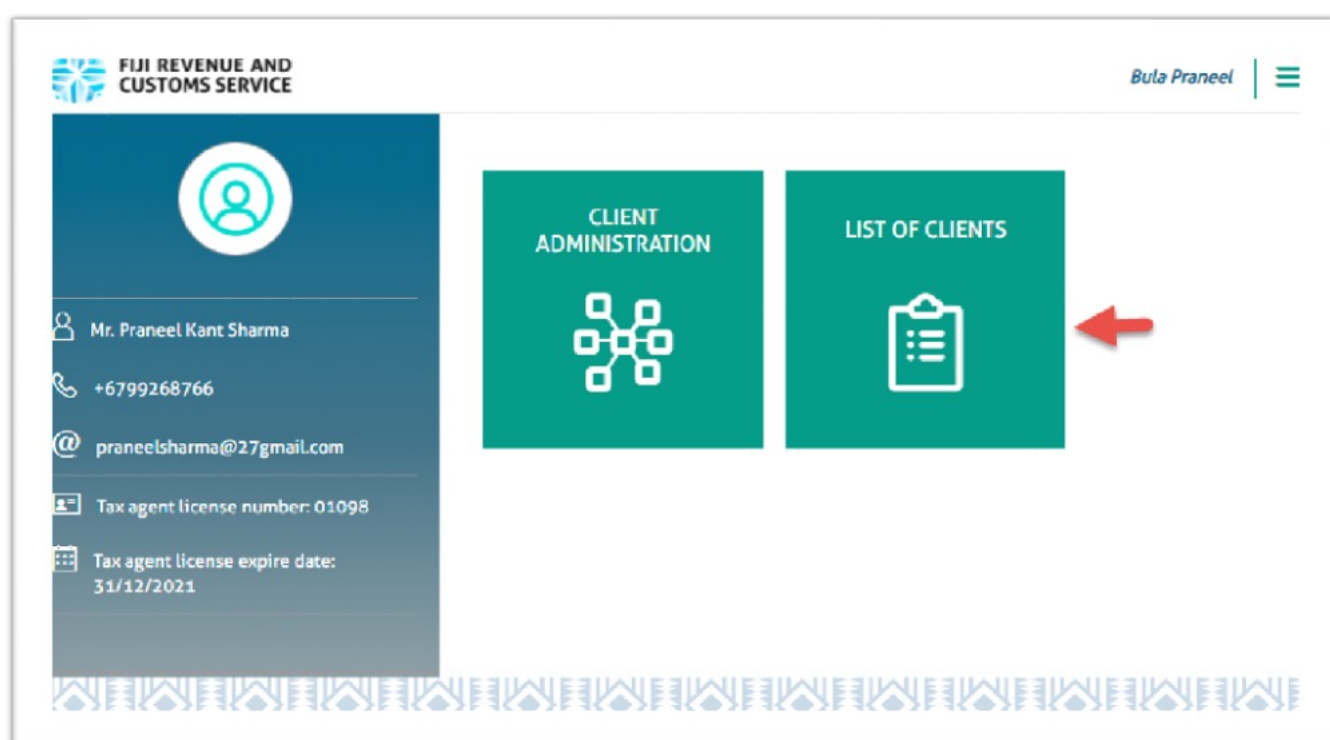


- Loan Statement downloaded in Excel format:

TRANSACTION DATE	DESCRIPTION	AMOUNT (FJD)	BALANCE (FJD)
12/05/2021	Allowance	50000.00 CR	50000.00 CR
12/05/2021	Tuition	35000.00 CR	85000.00 CR
12/05/2021	Incoming Payment	500.00 DR	84500.00 CR

Student Loan Statement generated by Tax Agent

- Student Loan Statement can also be generated by a Tax Agent if they have the authorisation to submit '**Taxpayer Requests**'.
- After successful login, you will click on the 'List of Client' tile from the dashboard.





- On clicking the tile, you will navigate to the client list whom you are engaged with.
- You need to select the client on whose behalf the loan statement needs to be generated as per the required authorisation.

FIJI REVENUE AND
CUSTOMS SERVICE

Bula Praneel

Mr. Praneel Kant Sharma

CLIENT ADMINISTRATION

LIST OF CLIENTS

List Of Clients

Client TIN	Client Name	
0000000000	APARNA SHIRDHANKAR	>
0000000000	Mahendra Narayan	>

- Once you navigate from the '**List of Clients**', the steps will be same as the steps that is performed by a student.