

Log in to [MyCardinalConnect](#) using your TVCC Username and Password

Click the **Student Finance** and be sure to arrive at the Account Summary page and follow the following steps:

1) Click “Make a Payment”.

The screenshot shows the TVCC Account Summary page. The header includes the TVCC logo and navigation links for Financial Information, Student Finance, and Account Summary. The main content area displays account overview information:

Amount Due	[Redacted]
+ Amount Overdue	\$0.00
= Total Amount Due	[Redacted]
Total Account Balance	[Redacted]

Below the table, there are links for "Sep-Nov (quarter 1) 2020" and "Fall 2020". A red arrow points to the "Make a Payment" link, which is highlighted with a red box. The footer contains copyright information for Ellucian Company L.P.

2) This is the next screen. Click “Continue to Payment Center”.

The screenshot shows the "Make a Payment" page. The header includes navigation links for Financial Information, Student Finance, and Make A Payment. The main content area displays a message:

**You are moving to the...
Secure Payment Center**

To ensure you are making a secure payment, you will be identified and your name will be added in the right corner of the Payment Center.

This helps you CONFIRM a safe payment transaction.

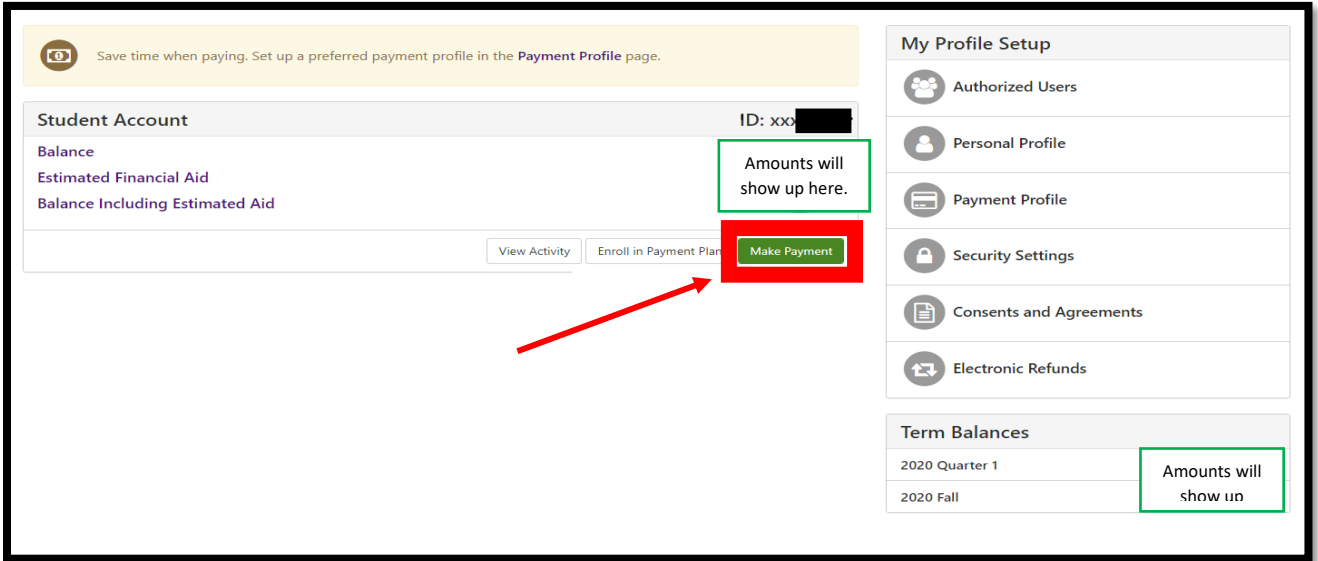
A red arrow points to the "Continue to Payment Center" button.

The preview of the Payment Center interface shows the following details:

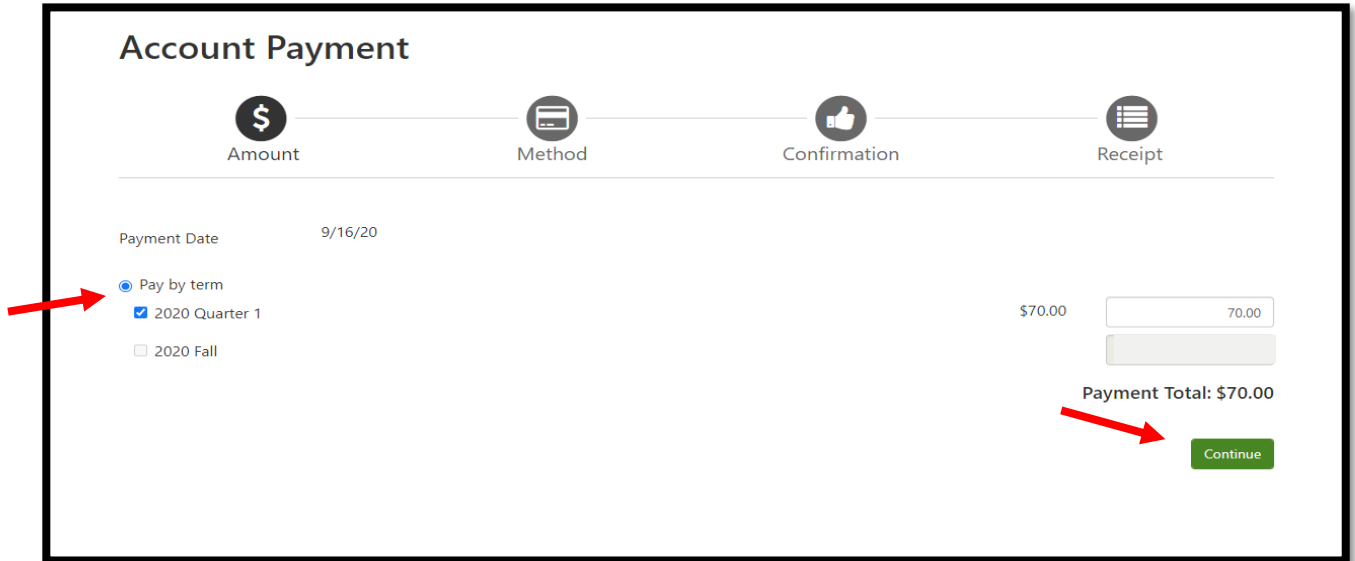
- Account Alerts: No alerts at this time.
- Announcements: Welcome to your Student Account Center. Here you can view bills and recent account activity as well as make payments and store payment profiles. In addition, you can set up your parents or guardians to access your bills and make payments on your account.
- My Account: Current Account Status
 - Balance: \$20,790.00
 - Estimated Financial Aid: \$4,250.00
 - Balance Including Estimated Aid: \$16,540.00

The preview also shows a "Logged in as: Your Name Here" notification in the top right corner. The footer contains copyright information for TouchNet.

3) Click **“Make Payment”**.



4) Click the **“Quarter”** you are going to pay for and click **“Continue”**.



5) Select **“Method”** of payment and follow the prompts until you are presented a receipt.

