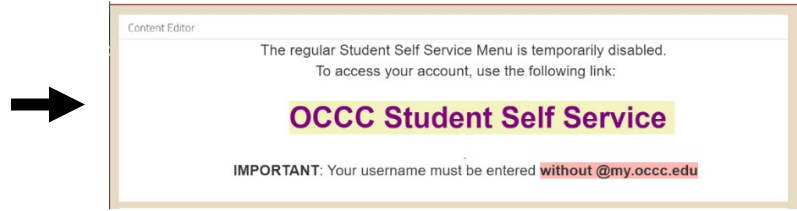
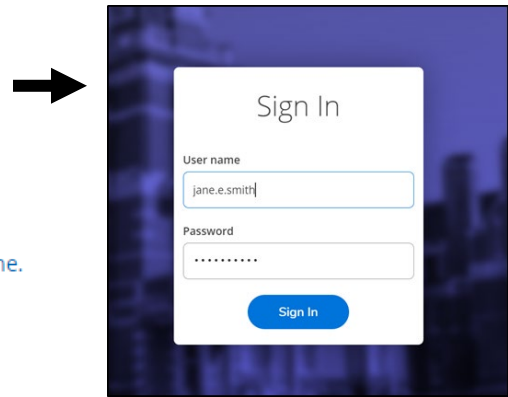


How to Make a Payment

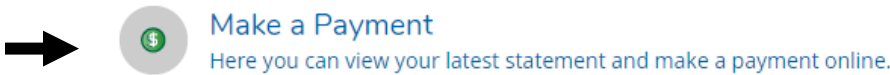
1. Log into the Student Portal at <https://portal.occc.edu/>. Using your student email and password.
2. Once logged in, you will see this message at the top of the page. Click on the “OCCC Student Self Service” link.



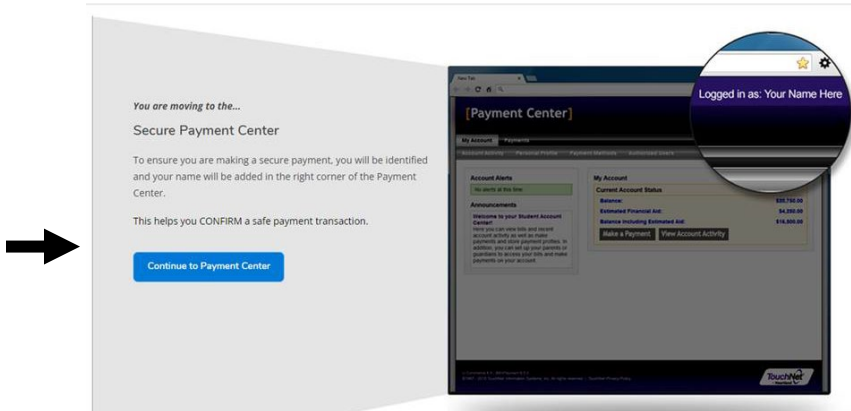
3. A separate login page will load. Enter your username without “@my.occc.edu”. For example jane.e.smith@my.occc.edu would log in using only “jane.e.smith”. Your password will remain the same as it is for the Portal.



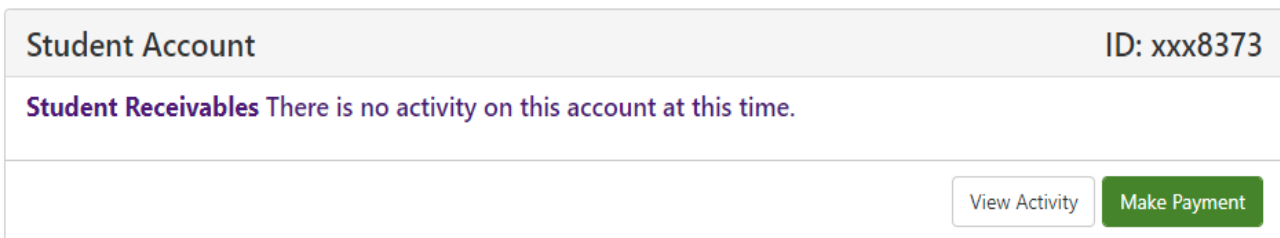
4. Click on the **Make a Payment**.



5. Click the blue **Continue to Payment Center** button.



6. You will be redirected to the payment portal. Select the green **Make Payment** button in the middle of the page.



ACH (e-Check) Payments – No Convenience Fee
Credit Card Payment – 2.85% Convenience Fee