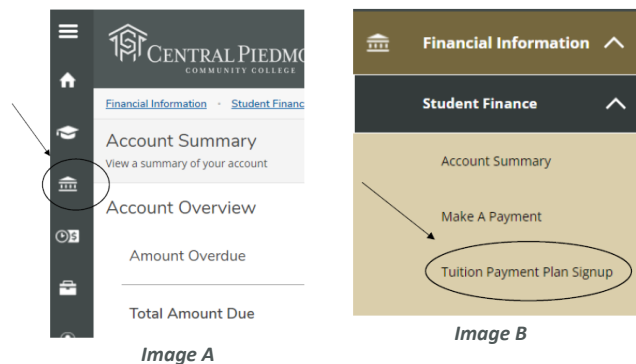


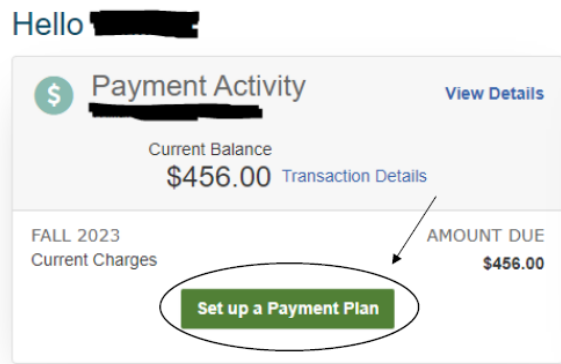
Payment Plan Sign Up Instructions

These are instructions on how to register for the college's payment plan. **It is recommended NOT to use a phone when signing up.**

1. Open our website: [Link](http://www.cpcc.edu) (www.cpcc.edu) and locate *Current Student* in the top right corner.
2. Log into your *MyCollege* account. Located at the center of the page.
3. Locate and select the *Financial Information* icon, to open the drop down menu. Please refer to Image A.
4. Select *Student Finance*, and then click the Tuition Payment Plan Signup option. Please refer to Image B.



5. After selecting Tuition Payment Plan Signup a new page will open. Select *Proceed to Processor*; this will open Nelnet, the payment plan website.
6. First time users must create a new account. Once the account is made, the students' name and balance will populate. Select *Set Up a Payment Plan* to enroll.



7. Follow the directions and make the first payment. This will officially enroll you into the plan.

For more information, please search 'payment plan' on our website. If you have any questions about the payment plan, please email us at paymentplan@cpcc.edu or call our office at 704.330.4472. Our team is always happy to assist you.