

Making an Online Payment

- 1) Go to Highland Community College website (highlandcc.edu) and click the “Login” button on the top right-hand corner.



- 2) Click “Sign In” and enter your Highland credentials

A screenshot of the Highland Community College MyHCC login page. It features the college logo at the top, followed by the instruction 'Enter your MyHCC Username* and Password'. There are two input fields: the first contains 'jsmith@highlandcc.edu' and the second contains masked characters '.....'. Below the fields is a checkbox labeled 'Keep me signed in'. A blue 'Sign in' button is positioned below the checkbox. At the bottom, there is a link for 'Forgot MyHCC Password' and a note explaining the MyHCC Username format for employees and students. A footer note provides contact information for the HCC IT Helpdesk.

HIGHLAND
COMMUNITY COLLEGE

Enter your MyHCC Username* and Password

Keep me signed in

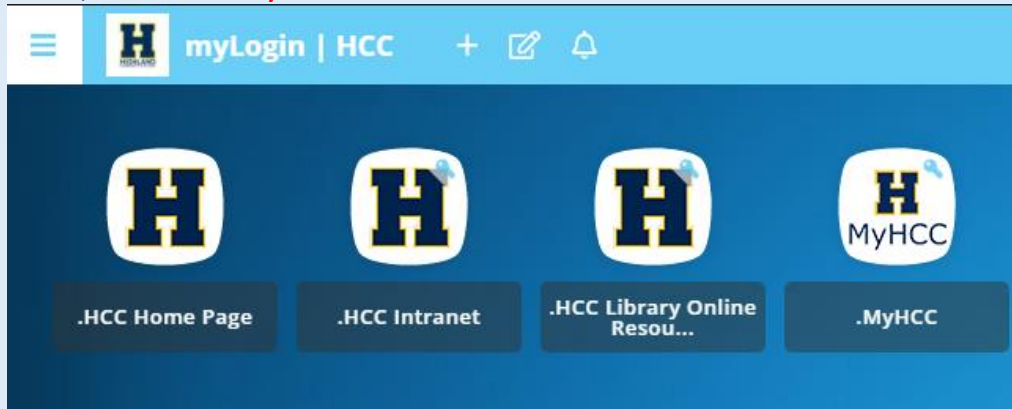
[Sign in](#)

[Forgot MyHCC Password](#)

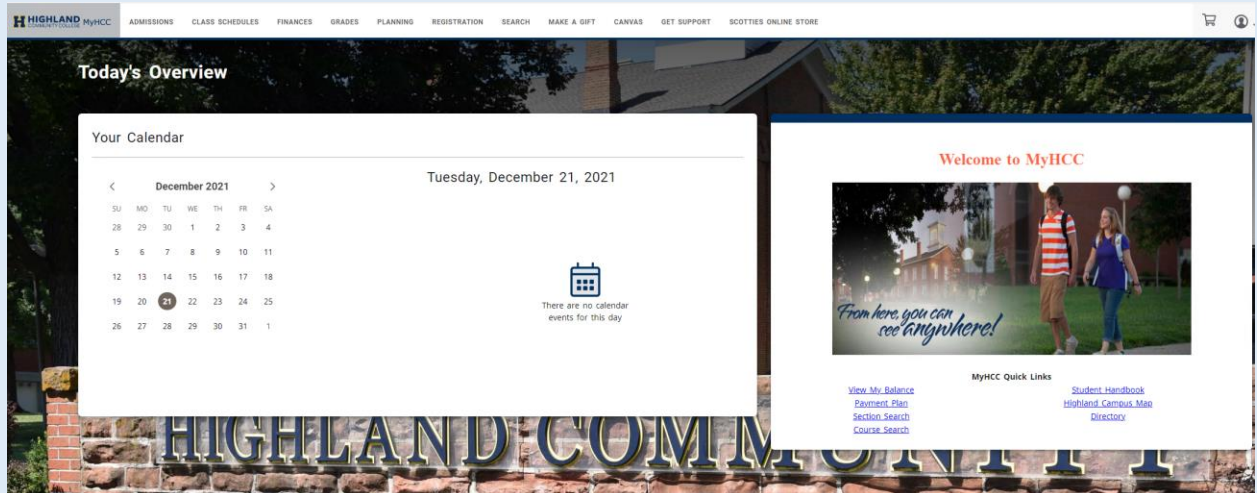
*MyHCC Username is
FirstInitialLastName@highlandcc.edu for employees
and LastName.FirstName@highlandcc.edu for
students.

If you have any questions or issues signing in, please
contact the HCC IT Helpdesk at (785)-442-6060 or
helpdesk@highlandcc.edu.

- 3) Once you login to access your account information, search for classes, pay your bill or enroll in classes, click on the “.MyHCC” button.



- 4) This will bring you a new window showing your MyHCC account.



5) Choose **Finances > Make a Payment**

The screenshot shows the Highland Community College MyHCC website. The navigation menu includes: ADMISSIONS, CLASS SCHEDULES, FINANCES, GRADES, PLANNING, REGISTRATION, SEARCH, CANVAS, GET SUPPORT, and SC. The 'FINANCES' menu is open, showing options: BALANCE, STATEMENT, MAKE A PAYMENT, FINANCIAL AID, and 1098-T. The main content area is titled 'Today's Overview' and 'Your Calendar'. The calendar shows December 2021, with the 21st highlighted. The date 'Tuesday, December 21, 2021' is displayed. A calendar icon and the text 'There are no calendar events for this day' are also visible.

HIGHLAND COMMUNITY COLLEGE MyHCC

ADMISSIONS CLASS SCHEDULES FINANCES GRADES PLANNING REGISTRATION SEARCH CANVAS GET SUPPORT SC

Today's Overview


BALANCE
STATEMENT
MAKE A PAYMENT
FINANCIAL AID
1098-T

Your Calendar

< December 2021 >





| SU | MO | TU | WE | TH | FR | SA |
|----|----|----|----|----|----|----|
| 28 | 29 | 30 | 1 | 2 | 3 | 4 |
| 5 | 6 | 7 | 8 | 9 | 10 | 11 |
| 12 | 13 | 14 | 15 | 16 | 17 | 18 |
| 19 | 20 | 21 | 22 | 23 | 24 | 25 |
| 26 | 27 | 28 | 29 | 30 | 31 | 1 |

Tuesday, December 21, 2021



There are no calendar events for this day

- 6) You will be redirected to our Nelnet homepage. If this is your first time visiting our Nelnet page, please set up an account. If you have already created an account please move on to next step.



Create Account

[Go To Old Create Account Page](#)

Contact Info

Welcome. Please take a few moments to review and complete your contact information.

Name

| | |
|----------------|---|
| Prefix | <input type="text" value="-- None --"/> |
| First Name* | <input type="text" value="Stud"/> |
| Preferred Name | <input type="text"/> |
| Middle Name | <input type="text"/> |
| Last Name* | <input type="text" value="Test"/> |
| Suffix | <input type="text" value="-- None --"/> |

Address

| | |
|---|--|
| Country* | <input type="text" value="United States"/> |
| Address Line 1* | <input type="text" value="Street Address, PO Box, Company Name, c/"/> |
| Address Line 2 | <input type="text" value="Apartment, Suite, Unit, Building, Floor, etc."/> |
| <small>Add another address line</small> | |
| City* | <input type="text"/> |
| State* | <input type="text" value="-- Select --"/> |
| Zip* | <input type="text"/> |
| Time Zone* | <input type="text" value="Central Time"/> |

E-mail

| | |
|--|---|
| E-mail 1* | <input type="text" value="Test.Stud@highlandcc.edu"/> |
| <small>Add another e-mail address</small> | |
| <small>All correspondence will be sent via e-mail only. Correspondence will be sent to all e-mails provided.</small> | |

Phone Numbers

At least one phone number is required.

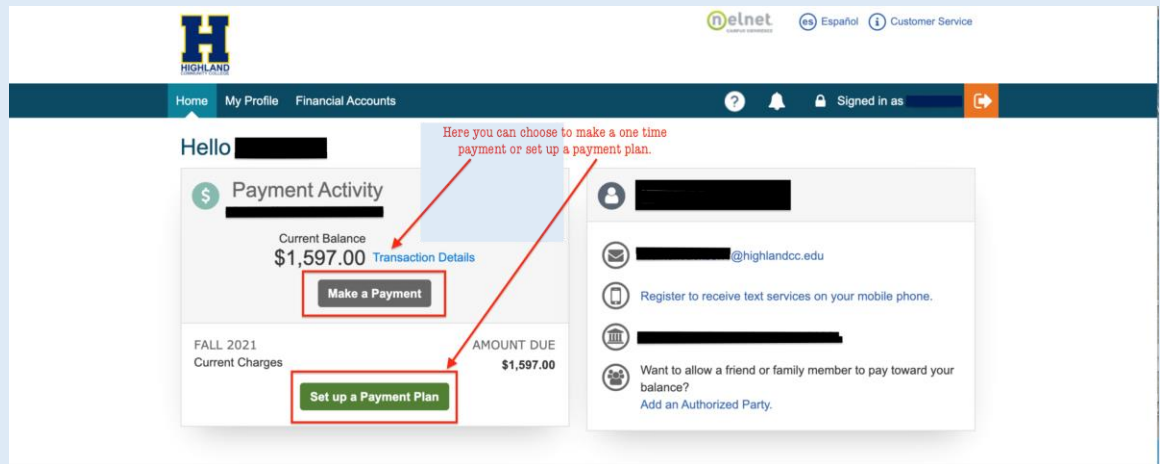
| | | | |
|---------------|---------------------------------|----------------------|---------------------------|
| Daytime Phone | <input type="text" value="US"/> | <input type="text"/> | Ext. <input type="text"/> |
| Evening Phone | <input type="text" value="US"/> | <input type="text"/> | Ext. <input type="text"/> |
| Mobile Phone | <input type="text" value="US"/> | <input type="text"/> | |

I certify that I am the subscriber to the provided cellular or other wireless number. To stay informed and receive the best service, I authorize Nelnet and its representatives and agents to contact me regarding my account at any current and future numbers that I provide for my cellular telephone or other wireless device using automatic dialing systems, artificial or prerecorded messages, and/or SMS text messages. I understand that standard message and data rates may be charged by my service provider(s). By clicking 'Submit' below, you agree to such contact related to your account.

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- 7) Once you land on your Nelnet homepage. Please choose Make a Payment or Set up a Payment Plan. If you choose to setup a payment plan, you will be required to pay a \$30 setup fee & 10% of your total bill.



If you receive any error messages throughout this process, or have any additional questions, please feel free to contact our Highland IT Help Desk at (785) 442-6060 or by emailing us at helpdesk@highlandcc.edu.