1. Log into **MyCardinal Connect**

SIGN IN

Username
Use only lowercase characters

Password

☐ Remember me on this computer

After a successful sign in, we use a cookie in your browser to track your session. You can refer our Cookie Policy for more details.
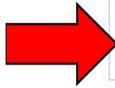
By signing in, you agree to our Privacy Policy

SIGN IN

Forgot Password ?

2. Select Student Finance.   DO NOT select Banking Information

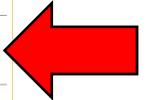## Hello, Welcome to Colleague Self-Service!
Choose a category to get started.

Student Finance
Here you can view your latest statement and make a payment online.

Financial Aid
Here you can access financial aid data, forms, etc.

Tax Information
Here you can change your consent for e-delivery of tax information.

Student Planning
Here you can search for courses, plan your terms, and schedule & register your course sections.

Course Catalog
Here you can view and search the course catalog.

Grades
Here you can view your grades by term.

Graduation Overview
Here you can view and submit a graduation application.

Enrollment Verifications
Here you can view and request an enrollment verification.

Academic Attendance
Here you can view your attendances by term.

3.

Then, select "Make a Payment". You will be directed to the Secure Payment Center.

Account Summary
View a summary of your account

Account Overview

Amount Overdue	$0.00	
Total Amount Due	$0.00	Make a Payment
Total Account Balance	$0.00	Account Activity
Spring 2020	$0.00	
Fall 2019	$0.00	

4.   Select Continue to Payment Center

Make a Payment
Use this page to make a payment on your account

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.

Continue to Payment Center

Logged in as: Your Name Here

[Payment Center]

5.   Once in Secure Payment Center Select "Personal Profile

6.   Select Payment Profile fill in Information as Prompted

7.   AFTER Entering in your Payment Profile Information go back to the home screen and select the Payment Plan in which you wish to change your preferred payment method for

8.   Once here in the bottom left Corner your will see a button that says " Update all methods" select this button to make sure the newly added method is updated for the Current Payment Plan

9. Once you are in this tab in the bottom right corner you will see "Select Method" with a drop down button giving you different options for the Payment Methods you have saved on file drop down and select the desired updated payment method for the current Payment Plan you wish for you Monthly Payments to be Automatically drawn from, after the selection a submit button will produce next to "Cancel" you will click this and your payment method will be updated.