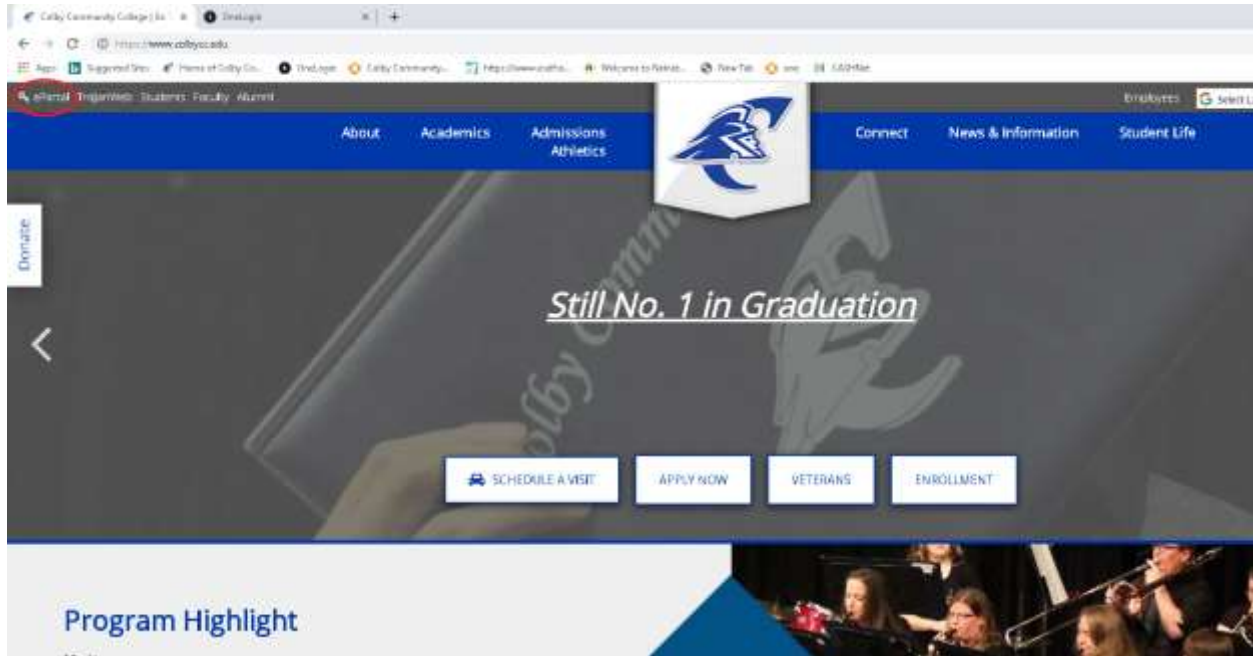


# Enrolling/Paying for Late Fall courses

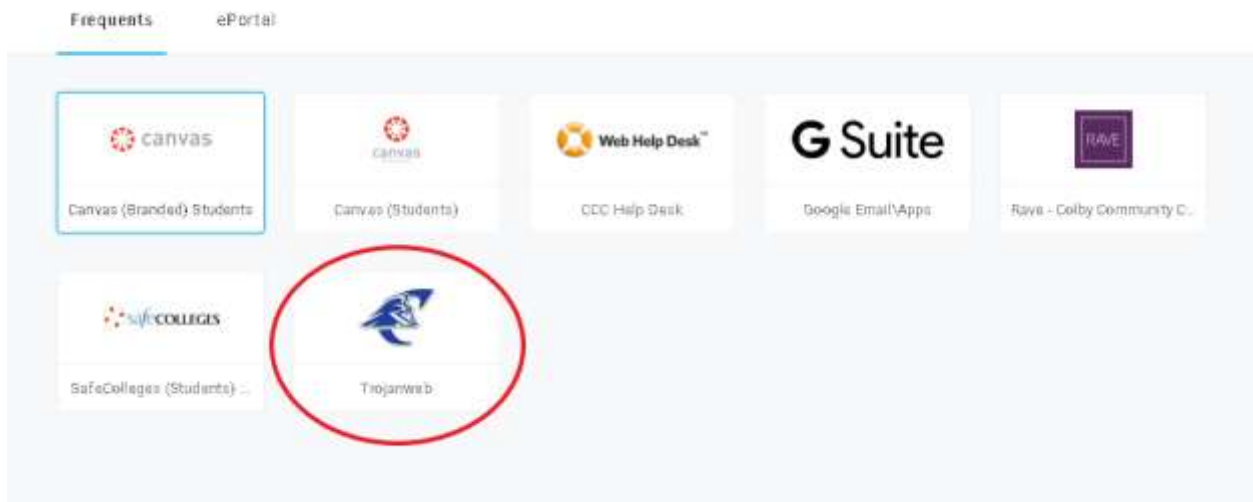
1. Go to [www.Colbycc.edu](http://www.Colbycc.edu), click on the ePortal link at the top left corner



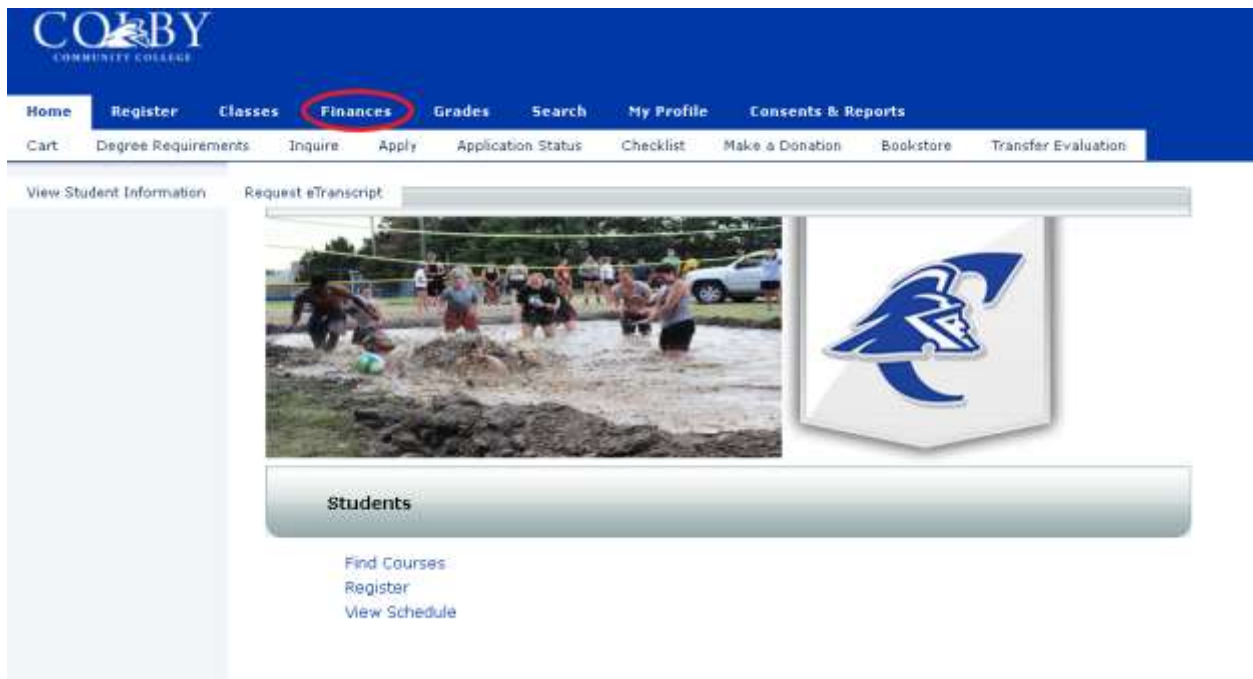
2. Enter your CCC student ID # and your password. This is 9 digits numbers only, remove all dashes

A screenshot of the Colby Community College login form. The form is overlaid on a background image of a person in a red and black patterned shirt. The form has a blue header with the "COLBY COMMUNITY COLLEGE" logo. Below the header is a text input field labeled "Student ID Number (Ex: 123456789)". Below the input field is a "Continue" button. At the bottom of the form are two links: "Instructions" and "Forgot Password".

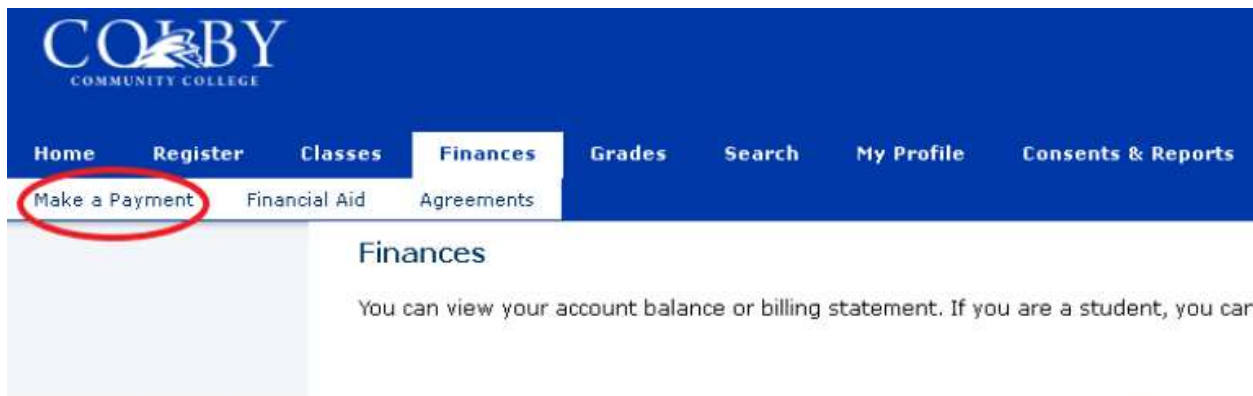
### 3. Select the Trojan Web icon



### 4. Click on the Finances tab



### 5. Click on the Make a Payment tab



6. Go to items for Purchase Box and click View All

The screenshot shows a user account dashboard with a blue header containing navigation links: [your account](#), [view bills](#), [make payment](#), [basket](#), [help](#), and [sign out](#). The main content area is divided into several sections:

- Your Account:** Displays account information accurate up to Oct 31 2019 2:19:13:083PM, a current balance of \$12.00, and links for [Make Payment](#) and [Current Activity Detail](#).
- Your Recent Payments:** States "You have no recent payments" with a [View All](#) link.
- Items for Purchase:** This section is circled in red. It lists three courses: [AL102 - Medical Terminology](#), [AN177 - Cultural Anthropology](#), and [BU176 - Personal Finance](#), with a [View All](#) link.
- eRefund:** Includes a link to [Click to enroll in eRefund](#).
- Parent PINs:** States "You currently have no Parent PINs set up" with an [Add New](#) link.
- Your Bills:** Includes a [View All](#) link and lists two bills: ColbyCC Bill 09/3... 09/05/2019 and ColbyCC Bill 08/1... 08/13/2019, each with a [View](#) link.
- Installment Payment Plans:** Includes a link to [Enroll in the Fall 2019 installment plan](#).
- Saved Accounts:** States "You have no saved payment methods" with an [Add New](#) link.
- Account Details:** Includes links for [SMS Alert Setup](#) and [eSignature Disclosure](#) (with a [View](#) link).
- 1098-T:** Shows "Electronic delivery only option : Declined".

7. Select View Details on the courses you wish to enroll in for the Late Fall Session

Description	Price	View
<a href="#">AL102 - Medical Terminology</a>	\$137.50	<a href="#">View Details</a>
<a href="#">AN177 - Cultural Anthropology</a>	\$412.50	<a href="#">View Details</a>
<a href="#">BU176 - Personal Finance</a>	\$137.50	<a href="#">View Details</a>
<a href="#">BU237 - Principles of Management</a>	\$412.50	<a href="#">View Details</a>
<a href="#">BU281 - Effective Time Management</a>	\$137.50	<a href="#">View Details</a>
<a href="#">DR120 - Theatre Appreciation</a>	\$412.50	<a href="#">View Details</a>
<a href="#">HI177 - American History 1865 to Present</a>	\$412.50	<a href="#">View Details</a>
<a href="#">PS276 - Developmental Psychology</a>	\$412.50	<a href="#">View Details</a>

8. Then select Add to Basket

your account view bills make payment basket help sign out

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[HOME](#)

AL102 - Medical Terminology

Price: \$137.50

In stock: 25

To pay for this item, click the button below:

[Add to Basket](#)

9. Pay for your courses

Item Code	Edit	Delete	Amount
AL102 - Medical Terminology	<a href="#">Edit Item</a>	<a href="#">Delete Item</a>	\$137.50
Total Amount			\$137.50

**Please note that you are limited to 7 credit hours during this session therefore your total purchase cannot exceed \$962.50. You will receive an error if you try to add more than this amount. Any enrollments over 7 credit hours will not be processed.**