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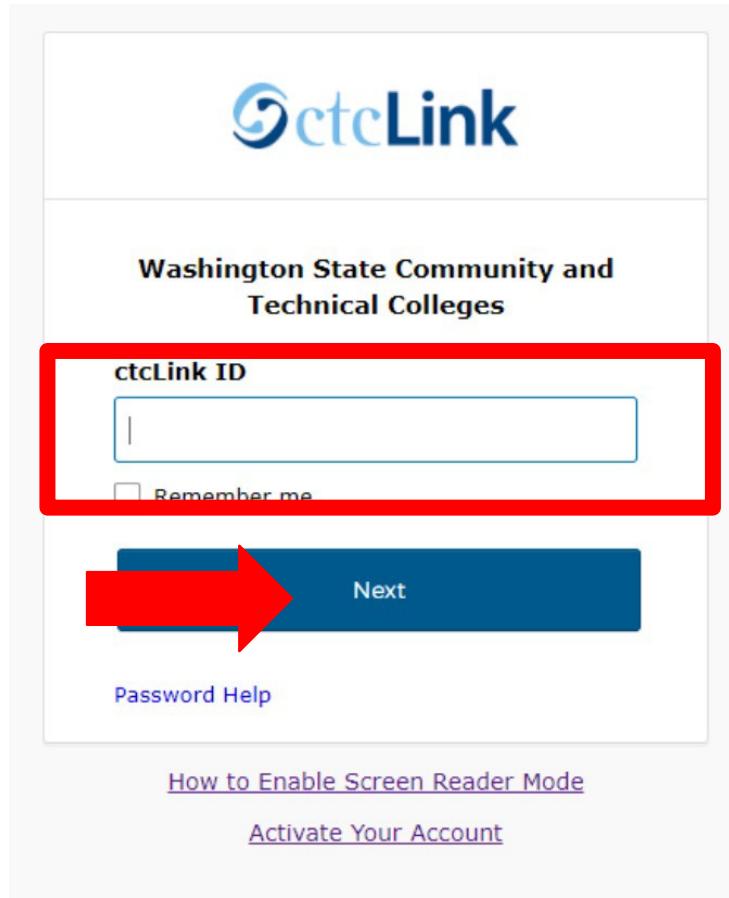
BELLINGHAM TECHNICAL COLLEGE

Enroll in a Nelnet Payment Plan

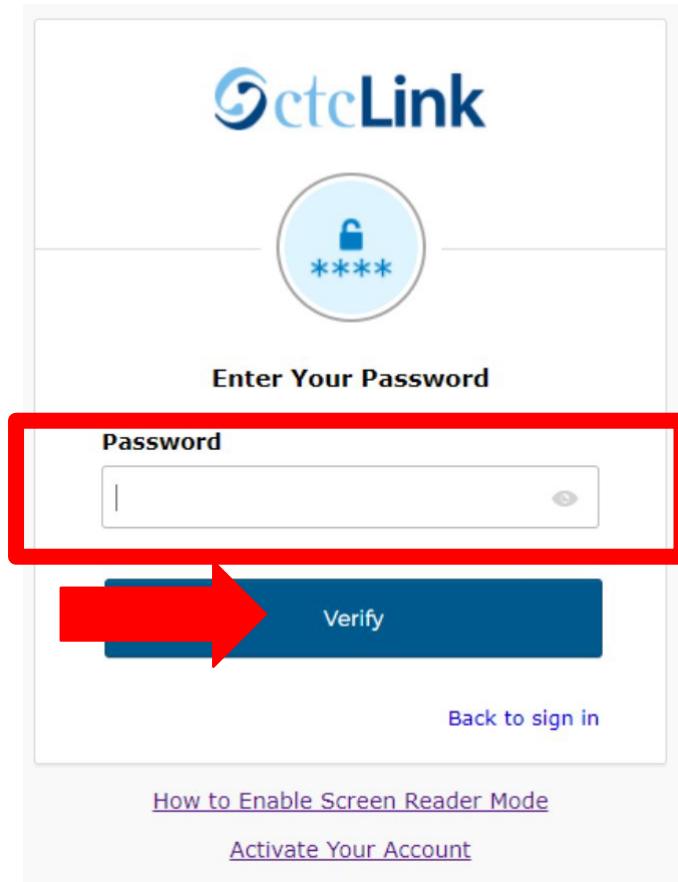


## Step 1:

Log into your ctcLink account on a desktop computer (not mobile)  
using [gateway.ctclink.us](https://gateway.ctclink.us)



The image shows the ctcLink login page. At the top is the ctcLink logo. Below it, the text "Washington State Community and Technical Colleges" is displayed. A red box highlights the "ctcLink ID" input field and the "Remember me" checkbox. A large red arrow points to the "Next" button. At the bottom of the page are links for "How to Enable Screen Reader Mode" and "Activate Your Account".



The image shows the ctcLink password verification page. It features a circular icon with a lock and four asterisks. The text "Enter Your Password" is above a red box that surrounds the "Password" input field. A large red arrow points to the "Verify" button. At the bottom of the page are links for "How to Enable Screen Reader Mode" and "Activate Your Account".

Step 2: Log in to your account.

- Enter your ctcLink ID and click Next.
- Enter your ctcLink password and click Verify.

Please click the applicable link for the District or the College.



If you are or have been a student at more than one Washington state community college, click the college you want to log in to.

**Step 3:** If you have only been admitted to or attend one college, go to Step 4.



Canvas

Student Homepage



Your Gateway to ctcLink

Welcome!

You have arrived at the ctcLink Gateway for Washington's community and technical colleges. The links at the left should get you everywhere you need to go in ctcLink for your student, faculty or staff online work. Some of you will have links to applications across the top of the page as well.

Your ID is what drives access to all of these links and you will have this same ID forever. Whether you attend more than one Washington community college at a

How do I...?

If you need to know how to use some of the ctcLink tools, check out the [ctcLink Training website](#). There you'll find Quick Reference Guides (QRG) and training exercises to get you on your way. More content will be added to the training website as materials are developed.

Step 4: Click on “Student Homepage”

## Message Center



## Tasks



## Academic Progress



## Manage Classes



## Financial Aid



## Financial Account



Payment Due

## Academic Records



## Profile

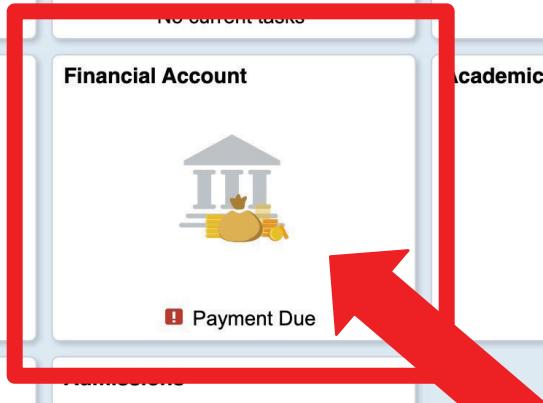


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## Additional Resources



## Communication



Step 5: Click on the Financial Account tile.

**Account Balance**  
Due Now **3,977.88**  
Currency used is US Dollar

 **Charges** 

 **Payments** 

 **1098-T** 

 **Payment Plans** 

**Nelnet Payment Plan** 

**Enroll in Payment Plan**

 **Other Account Activities** 

**What I Owe**

Term	Charges & Deposits
WINTER 2021	3,977.88
<b>Total</b>	<b>3,977.88</b>

Currency used is US Dollar

**Step 6:** Click “Nelnet Payment Plan” under Payment Plans.

Account Balance  
**Due Now 3,977.88**  
Currency used is US Dollar

Charges

Payments

1098-T

Payment Plans

Nelnet Payment Plan

Enroll in Payment Plan

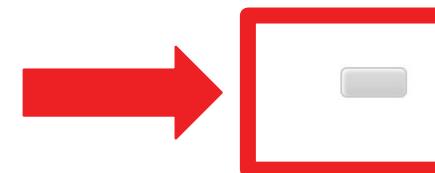
Other Account Activities

**Description**

Term	Charges & Deposits	Pending Financial Aid	Total Due
Term	0.00	0.00	0.00
	0.00	0.00	0.00

The following button will connect you to Nelnet, where you can enroll in a payment plan for the eligible charges above.

For further questions or information please contact Student Accounts.



**Step 7:** Click the button on the right to enroll in a plan through Nelnet.  
Yes, the little gray unlabeled button on the right.

Account Balance
Charges
Payments
1098-T
Payment Plans
<b>Nelnet Payment Plan</b>
Enroll in Payment Plan
Other Account Activities

**What I Owe**

Term	Charges & Deposits	Total Due
SPRING 2021	4,137.88	4,137.88
<b>Total</b>	<b>4,137.88</b>	<b>4,137.88</b>

Currency used is US Dollar

The following button will connect you to Nelnet, where you can enroll in a payment plan for the eligible charges above.

For further questions or information please contact Student Accounts.

Redirecting to Third Party Payment Portal

OK



Step 8: click OK.

## Create Account

### 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="Seattle Central"/>
Middle Name	<input type="text"/>
Last Name*	<input type="text" value="College"/>
Suffix	<input type="text" value="-- None --"/>

#### Address

Country*	<input type="text" value="United States"/>
Address Line 1*	<input type="text" value="1701 Broadway"/>
Address Line 2	<input type="text" value="Apartment, Suite, Unit, Building, Floor, etc."/>

[Add another address line](#)

#### E-mail

E-mail 1\*

[Add another e-mail address](#)

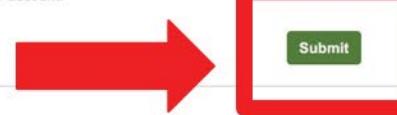
All correspondence will be sent via e-mail only.  
Correspondence will be sent to all e-mails provided.

#### Phone Numbers

At least one phone number is required.

Daytime Phone	<input type="text" value="US"/> <input type="text" value="(206) 934-4394"/>	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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Step 9: Complete the form with your information and then click Submit.



## Review Items

The following item(s) require your attention before proceeding.

### Create A 4-Digit PIN To Continue

The 4-Digit PIN will be used to validate your identity when you make inquiries by telephone. Choose something you will easily remember.

^4-Digit PIN:  
1111

OK

Step 10: Create a 4-Digit PIN. Then, click OK.



es Español Customer Service

Home My Profile Financial Accounts

?

?

?

Signed in as Seattle Central



## Hello Seattle Central

**Payment Activity**

Seattle Central College ID: XX062CS01

Current Balance  
**\$4,137.88** [Transaction Details](#)

SPRING 2021 Current Charges

AMOUNT DUE  
**\$4,137.88**

[Set up a Payment Plan](#)

**Seattle Central College**

[otto.bonn@seattlecolleges.edu](#)

[Register to receive text services on your mobile phone.](#)

[Want to allow a friend or family member to pay toward your balance?](#)

[Add an Authorized Party.](#)

Step 11: Click Set up a Payment Plan.



es Español

i Customer Service

Seattle Central College Integrated

Spring 2021

LIVE HELP

## Welcome

Want to designate another payer?

If someone other than a student will be making payments or setting up a payment plan, you will need to designate them as an **AUTHORIZED PAYER** in our system.

### **STEPS TO ADD AN AUTHORIZED PAYER:**

1. The student will need to designate the Authorized Payer. Please click on the "**WANT TO DESIGNATE ANOTHER PAYER?**" link in the top right corner of the page.
2. Once you have completed the required information, an email will be sent to the Authorized Payer with a link to log into the payment system.
3. When the Authorized Payer has accessed the payment system, the Authorized Payer can complete a payment plan or make a payment on the student's behalf.



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Step 12: *Please read carefully as you go through the payment set-up process.*