

The screenshot shows the ctcLink login interface. At the top is the ctcLink logo. Below it, the text reads "Washington State Community and Technical Colleges". The main form area has a red box around the "ctcLink ID" input field. Below the input field is a "Remember me" checkbox. A large red arrow points to the "Next" button. At the bottom of the form are links for "Password Help", "How to Enable Screen Reader Mode", and "Activate Your Account".

The screenshot shows the ctcLink login interface for the password step. At the top is the ctcLink logo. Below it is a circular icon with a lock and "\*\*\*\*". The text reads "Enter Your Password". The main form area has a red box around the "Password" input field. A large red arrow points to the "Verify" button. At the bottom of the form are links for "Back to sign in", "How to Enable Screen Reader Mode", and "Activate Your Account".

## Step 1:

Sign into ctcLink at <https://gateway.ctclink.us/>

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



Canvas

Student Homepage

#### Your Gateway to ctcLink

Welcome!

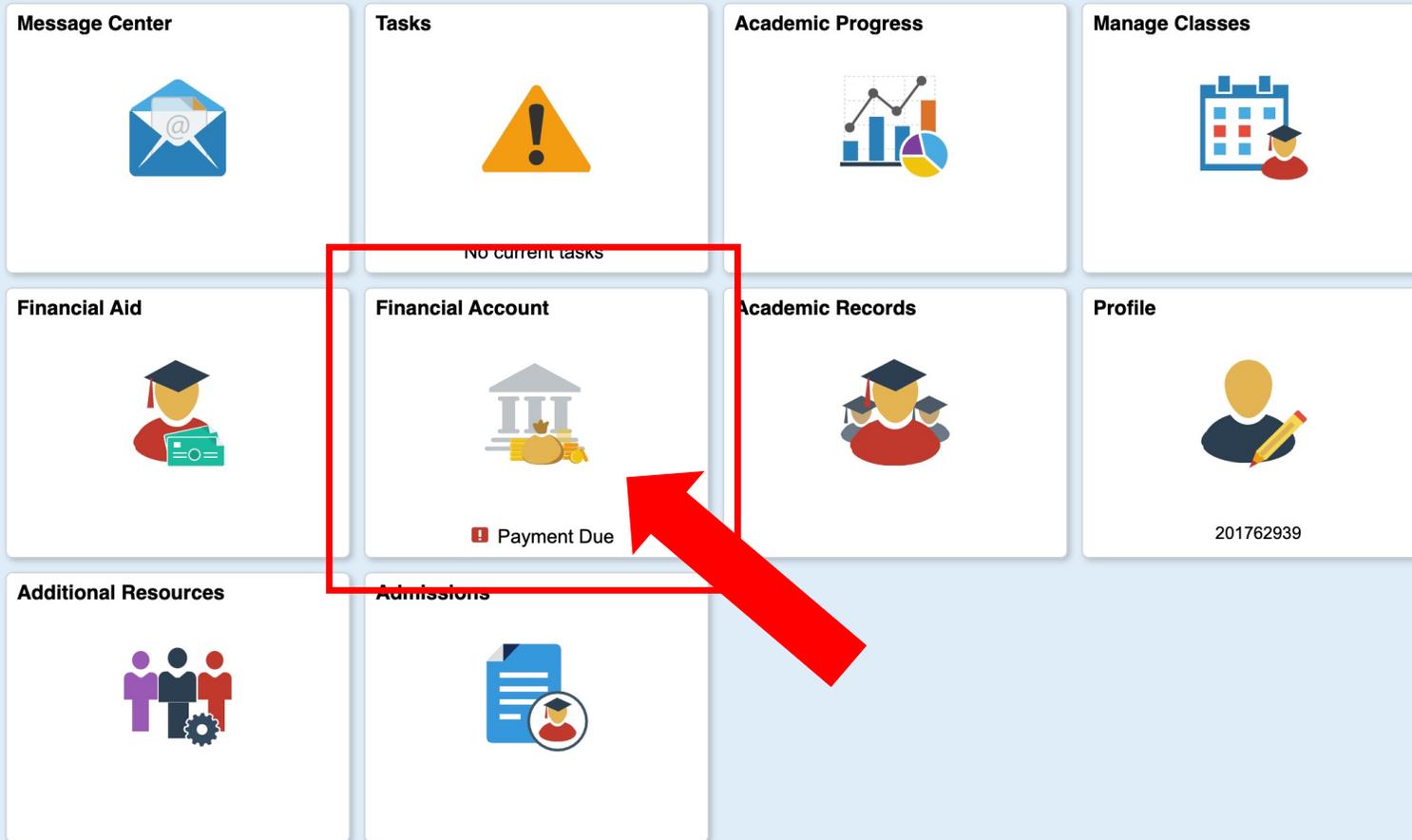
You have arrived at the ctcLink Gateway for Washington's community and technical colleges. The links at the left should get you everywhere you need to go in ctcLink for your student, faculty or staff online work. Some of you will have links to applications across the top of the page as well.

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 2:** Click on "Student Homepage".



The screenshot displays the ctcLink Student Homepage dashboard. The dashboard is organized into a grid of tiles. The tiles are:

- Message Center**: Represented by an envelope icon.
- Tasks**: Represented by a warning triangle icon, with the text "NO current tasks" below it.
- Academic Progress**: Represented by a bar and pie chart icon.
- Manage Classes**: Represented by a calendar icon with a graduation cap.
- Financial Aid**: Represented by a graduation cap and money icon.
- Financial Account**: Represented by a building icon with a money bag, and the text "Payment Due" below it. This tile is highlighted with a red box and a red arrow pointing to it.
- Academic Records**: Represented by a graduation cap icon.
- Profile**: Represented by a person icon with a pencil, and the ID number "201762939" below it.
- Additional Resources**: Represented by an icon of three people and a gear.
- Admissions**: Represented by a document icon with a graduation cap.

**Step 3:** 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

**Total 3,977.88**

Currency used is US Dollar



**Step 4:** 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
	<b>0.00</b>	<b>0.00</b>	<b>0.00</b>

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.



Nelnet

# Step 5:

Click the Nelnet button on the right to enroll in a plan through Nelnet.

Financial Account Nelnet Payment Plan

Account Balance

Charges

Payments

1098-T

Payment Plans

**Nelnet Payment Plan**

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 6:** Click OK.

## Create Account

### Contact Info

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

#### Name

Prefix	-- None --
First Name*	Walla Walla Community College
Middle Name	
Last Name*	
Suffix	-- None --

#### Address

Country*	United States
Address Line 1*	1701 Broadway
Address Line 2	Apartment, Suite, Unit, Building, Floor, etc.

[Add another address line](#)

### E-mail

E-mail 1*	otto.bonn@wwcc.edu
-----------	--------------------

[Add another e-mail address](#)

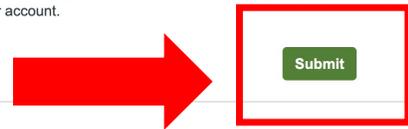
All correspondence will be sent via e-mail only.  
Correspondence will be sent to all e-mails provided.

### Phone Numbers

At least one phone number is required.

Daytime Phone	US	(206) 934-4394	Ext.	
Evening Phone	US		Ext.	
Mobile Phone	US			

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.



# Step 7

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 8:** Create a 4-Digit PIN. Then, click OK.



Hello



### Payment Activity

[View Details](#)

XX062CS01

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

SPRING 2021  
Current Charges

AMOUNT DUE  
**\$4,137.88**

[Set up a Payment Plan](#)



Walla Walla Community College



[otto.bonn@wwcc.edu](mailto:otto.bonn@wwcc.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 9:** Click [Set up a Payment Plan](#).

## 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.



# Step 10:

Click **Begin** to start setting up your payment information.  
*Please read carefully as you go through the payment set-up process.*